

Time and Talent Commitments to the Ministry of Lutheran Church of the Holy Spirit

Dear Holy Spirit Members: Please prayerfully consider how God has blessed you with talents and passions you can share with your Holy Spirit family. To which ministry is God calling you? We are asking every member to volunteer in at least one area this year.

After prayerful consideration of how God has blessed you with gifts of time and talents that will help to work on Holy Spirit, please print the name of each person marking this sheet along with the initials that will indicate that person's willingness to share their time and talents and return it by Stewardship Sunday, November 14.

Initials _____ Name _____ Phone _____

Email address _____

Initials _____ Name _____ Phone _____

Email address _____

Generous God, your abundance is all around us. Open our eyes to see it. Open our hearts to receive it. Open our hands to share it. Help us to realize and make real for others the promise of Christ: "I am the bread of life. Whoever comes to me will never be hungry." Amen.

Please return this booklet to:
Lutheran Church of the Holy Spirit, 30 Riverwoods Road, Lincolnshire, IL 60069

Initials **Worship & Music – Nancy Fencil, Council Rep**

- _____ Greeter: welcome members, and visitors to worship on Sunday morning by greeting at the door.
- _____ Attend regular weekly worship.
- _____ Assisting Minister: Read the lessons, participate in the liturgical prayers, and assist with communion distribution (no singing required)
- _____ Usher: Distribute bulletins, bring communion bread and wine forward, collect offering, record the number of worshippers, pick up pews after service, and create a general environment of hospitality
- _____ Altar Guild: Prepare the altar for worship and clean up the altar after worship.
- _____ Adult Choir: Rehearse at 7 p.m. on Wednesday evenings. The choir sings regularly for the 9:30 AM Sunday Service and select other services.
- _____ Bell Choir: Rehearses after selected services and plays on select Sunday mornings.
- _____ Brass / Wind Ensemble: Rehearses and plays on select Sunday mornings.
- _____ Christmas Band: Rehearses a few Sundays before Christmas and plays at the 5 PM Christmas Eve service.
- _____ Special Music: Share special instrumental or vocal music at a service in consultation with the Choir director or organist.
- _____ Summer Music: Provide special instrumental or vocal music during the summer season in consultation with the Choir director or organist.
- _____ Hymn Selection: Select monthly hymns that will be sung during Sunday services.

Initials **Property – Michael Pedersen, Council Rep**

_____ Help with tasks to keep our building and grounds looking their best (specific needs and tasks may be noted on a property checklist instead of or in addition to designated "Workdays")

_____ Snow Blowing: Sign up by the week or month during the winter season.

_____ Willing to provide special skills such as painting, electrical, carpentry, plumbing, landscaping, etc.

Specify your gift(s) _____

Initials **Growth & Hospitality – Jennifer Prosk, Council Rep**

Note: All our growth and hospitality volunteer opportunities will be adjusted as COVID restrictions evolve.

_____ Greeters: Provide a welcome presence to members & visitors before worship on Sunday. Direct visitors to the coat rack, nursery, washrooms, etc. and answer any questions they might have. (This will evolve as restrictions on socializing are lifted.)

_____ Coffee Host: Set up coffee maker, put out cups, sugar and creamer (this may be done on Saturday). Turn on, monitor, and refill coffee Sunday morning. (This will evolve as restrictions on socializing are lifted.)

_____ Busy Bags for Kids: Help keep the busy bags updated and resupplied.

_____ Community Outreach: Address postcards or notes to new members of surrounding communities.

_____ Hospitality Team: Help plan an event to welcome new and prospective members.

_____ Help organize or participate in community parades to increase our visibility in the area (Buffalo Grove, Lincolnshire)

_____ Meet & Greet: Provide homemade treats for monthly fellowship last Sunday of each month.

Initials **Human Needs – Kari Davenport, Council Rep**

- _____ PADS Lake County Homeless Shelter: Donate food items and/or assist with staffing at shelter (if in-person shelter services resume)
- _____ Participate in ELCA Day of Service (September)
- _____ College Student Boxes (October): Donate items and/or assist with packing boxes.
- _____ Thanksgiving Basket Donations (November): Donate items and/or assist with packing boxes.
- _____ Angel Tree (November/December): Coordinate donations, donate items, and/or assist with wrapping and transporting gifts.
- _____ Lutheran Day Nursery Outing (June): Donate items and/or assist with planning outing, food and treat bags; participate in outing as a “chaperone.”
- _____ Blood Drive (January 30, 2022): Donate blood, support blood drive staff, or distribute refreshments to donors.
- _____ COOL Food Pantry: Donate monthly food items or deliver monthly collections to the pantry in Waukegan.
- _____ Riding with Spirit: Volunteer to drive for members who need a ride to church and other locations (e.g. medical appointments) on an “as needed” basis
- _____ Quilting Group: Help Make/Donate items and/or assist with packing boxes quilts for Lutheran World Relief – meets 3rd Tuesday of each month.
- _____ Home Meal Support: Prepare a meal for members just home from the hospital or in special need.
- _____ Funeral Meals: Help organize, serve, and clean up coffee reception or lunch meal (catered) in Fellowship Hall following a funeral.
- _____ Prayer Group: Attend weekly gathering to pray for our church and members of our community as we share each other’s burdens and joys.
- _____ Caring Community Planning Team: Help develop various activities and programs to support the LCHS community.

**Initials Christian Education – Kelly Wittich, Council Rep
Jennifer Williams, Children’s Ministry Director**

- _____ Sunday School Teacher: Share teaching responsibilities with at least one other teacher during Sunday School Hour (between services)
- _____ Substitute Teacher: Fill in for Sunday School teachers as needed during Sunday School Hour (between services)
- _____ Tuesday LYFE Helper: Assist with enrichment program for 2nd – 6th graders on Tuesday afternoons (4-6pm)
- _____ Vacation Bible School or Season of Service Volunteer: Help with music, crafts, snacks and Bible stories during VBS or special family service events.
- _____ Special Events: Day-of help with events such as Trunk or Treat, Advent Wreaths, Mardi Gras, and Youth Car Wash
- _____ Thursday Morning Bible Study: Attend weekly Bible studies held on Thursday mornings.
- _____ Library Volunteer: Cover, catalogue and reshelv
- _____ Sunday Confirmation Teacher: Lead a unit for 7th and 8th grade confirmands during Sunday School Hour (between services)
- _____ Confirmation Program Assistant: Help on Tuesdays from 4-6pm to assist with confirmation program activities.
- _____ Teen Youth Program (8th-12th graders): Participate in weekly group activities and events.
- _____ Teen Youth Program Assistant (adults): Help with leading, chaperoning, or driving for youth group activities, as needed.

Initials Fellowship Jackie Murphy, Council Rep

Note: We need to be flexible and safe. Please give us your ideas for new events.

_____ Help organize one or more fellowship activities (New and former activities, Church Picnic, etc.)

Any ideas for new activities? _____

_____ MOST (Men of Spirit): Participate in and help plan events and casual gatherings during the year.

Any ideas for new activities? _____

_____ WELCA (Women of the ELCA): Participate in and help plan events and casual fellowship gatherings throughout the year.

Any ideas for new activities? _____

_____ ExPOS (Experienced People of Spirit): Participate in and help plan events and casual gatherings throughout the year.

Any ideas for new activities? _____

Initials Stewardship- Wayne Giampietro, Council Rep

_____ Stewardship Appeal: Assist with planning and execution of the annual stewardship dedication.

Initials Finance- Allison Wyrwicz, Council Rep

_____ Offering Counters: Count and log the weekly offerings.

_____ Financial Review Committee: Set financial policies and audit annual financial records; meet two times per year.

Initials **Communication and Technology- Daaron Dohler, Council Rep**

_____ Web Site & Social Media: Help with the church website, social media postings on Facebook, etc. Training provided.

_____ Photography & Videos: Take photos or videos throughout the year at holidays, social gatherings, confirmation, etc. Help with short presentations for events like stewardship and confirmation.

_____ Video recording and/or live streaming of services. Training will be provided.

Technology Team

_____ Serve as a member of the Technology Committee.

_____ Recommend the purchase or lease of appropriate congregational computer systems and associated devices, as well as printers and other office equipment.

_____ Recommend the selection of appropriate video and sound equipment for educational purposes and other congregational uses.

Initials **Long-Term Planning – Jeanne Nelson, Council Rep**

_____ Contribute ideas and assist with planning, for example, Mission focus, Sanctuary enhancements.

_____ Serve on the Long-Term Planning Committee.

Initials **Church Governance & Leadership Teams-**
Jan Schwanke, Council Rep

_____ Church Council: Volunteer to serve on Church Council and help guide the direction of the church.

_____ Endowment Fund Committee: Serve as a trustee to review applications and decide how to allocate endowment fund money.

_____ Columbarium Committee: Serve as trustee to oversee the columbarium.