



MEADOWBROOK
BAPTIST CHURCH

PLACE Ministry Guide
May 2022

Then I heard the voice of the Lord saying, "Whom shall I send? And who will go for us?" And I said, "Here am I. Send me!" Isaiah 6:8

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Sanctuary Choir

Coordinator - Tony Clines, Assoc. Pastor for Choral Worship

Email: clinstony@gmail.com

Phone Church office: 254-662-2728

Sundays

Frequency: Weekly at 9:45 a.m. worship service; choir practice is on Wednesday nights.

Length of commitment: Commitment is usually one year, but it can be extended for as long as you are willing to serve.

Christmas Choir and/or Easter Choir

Frequency: Christmas and Easter Practices as scheduled by Tony Clines

Length of commitment: Commitment is usually one year, but it can be extended for as long as you are willing to serve.

Worship Ministry

Coordinator - Tracey Barker, Worship Pastor

email: tracey_barker@meadowbrookbc.org

Phone Church Office: 254-662-2728

Booth – Behind the Scenes

Description: Volunteers are needed in the booth to help with the following:

- Lighting – work in booth controlling lighting during both services
- Sound – work in booth controlling sound during both services
- Computer – advancing lyric slides for the front screens
- Video Production – operating the TC1 video switcher
- Cameras – control camera for live streaming
- Stage hand – help prepare stage before service, assist during service

Note: *If you are interested but not sure of the responsibilities of the position, you may ask to shadow someone working during a service or during practice.*

Frequency: Volunteers can sign up for times. Volunteers behind the scenes are encouraged to attend practice times for both services which is about 2

Glorify

Worship

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hours generally on Thursday nights, but day and times may vary. Volunteers typically work both services on the day that you are scheduled which spans from 8:15 a.m. to 12:10 p.m.

Length of commitment: Commitment is usually one year, but it can be extended as long as you can serve.

Glorify Worship

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Stage – Out Front

Description: Volunteers are needed on stage for the following:

- Vocalists – sing during both services
- Musicians – play instrument during services

Frequency: Volunteers can sign up for times. Volunteers are asked to attend practice times for both services which is about 2 hours generally on Wednesday nights, but day and times may vary. Volunteers typically work both services on the day that you are scheduled which spans from 8:15 a.m. to 12:10 p.m.

Length of commitment: Commitment is usually one year, but it can be extended as long as you can serve.

Baptism Team

Coordinators – Michelle Sweatt

email: michelle1sweatt@gmail.com

Phone Church Office: 254-662-2728

Description: On mornings when a baptism is scheduled:

1. Prepare room(s) for baptism candidates; towels, etc.
2. Help minister get ready
3. Provide any assistance (especially for children)
4. Take picture of minister/child for family
5. Take towels to washer/laundry in Preschool area

Baptisms are held during each service; a list of team people available at 9:45 and 11:00 a.m. will be provided to the ministers for their convenience in notifying someone for help.

Frequency: as needed.

Length of commitment: indefinite

Funeral Meal Team

Coordinator - Margaret Ferguson
email: magferguson1@gmail.com
Phone: 254-715-1868

Description: Coordinating workers and meals for funerals of families that are not connected to a small group or when a small group is not able to provide the food. Responsibilities include:

- Cooking
- Shopping for supplies or food (if needed)
- Getting head count for number to be served.
- Coordinating with the church office about the meat provided.
- Keeping track of food brought in by volunteers.
- Serving and cleaning up after the meal.
- When there is no Meadowbrook connection, the coordinator takes responsibility.

Frequency: as needed.

Length of commitment: indefinite

Funeral Hospitality/Hosting Family

Coordinator – will soon have a coordinator
email: info@meadowbrookbc.org
Phone: 254-644-5129

Description: When funeral is to be held at Meadowbrook, volunteers for this ministry would need to arrive one hour before service is to be held and will perform tasks such as prepare coffee, make ice water available, check that there are adequate tissue boxes available in “holding room,” greet family as they arrive, answer questions, direct to restrooms, etc. Volunteers would need to be quietly available and supportive during their service.

Frequency: as needed.

Length of commitment: indefinite

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Hospitality

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Children's Check-In Hosts

Coordinator - Kevin Eaton
email: keaton@hot.rr.com
Phone: 254-855-0874

Description: Greet families as they arrive. Help them register their children at the electronic check-in kiosks. Answer any questions that they may have and help visitors find their classrooms.

Frequency: rotating basis.

Length of commitment: indefinite

Coffee Team

Coordinator - Susan Smith
email: Susan_K_Smith@baylor.edu
Phone: 254-749-9777

Lead

Description: Once a week between Sundays be sure all coffee stations are adequately supplied w/cups, etc. A key will be provided for your convenience. Turn in supply needs to volunteer coordinator to be ordered. Put away the new supplies when they are received.

Set Up

Description: Make coffee for Adult Sunday School classes and distribute pots to classes.

Frequency & Location: Once a month. Two times a year there is a 5th Sunday.

Time Required: One hour for making coffee and distributing pots.

Length of Commitment: Unlimited/until volunteers request a change.

Clean Up

Description: Clean up coffee pots after use.

Frequency & Location: Once a month. Two times a year there is a 5th Sunday. Need a crew at 10:45 and a crew at 12:00.

Time Required: 30 minutes

Length of Commitment: Unlimited/until volunteers request a change.

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Hospitality

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Service Stations

Description: Between Sunday School sessions, refill cups, creamers, sugars, etc. at all the places where coffee is placed on Sundays. (A list will be provided). Report to volunteer coordinator when supplies need to be reordered.

Frequency: Weekly (access to building will be provided).

Length of Commitment: Unlimited/until volunteers request a change.

Greeters

Coordinators - Judy Hill

email: Judy Hill - jshill@hotmail.com

Phone: Judy Hill - 254-537-3913

Description: Be available for 45 minutes at assigned doors to welcome guests and members. Be able to answer questions and provide directions. Be generally observant to situations and surroundings for security purposes. You will receive a schedule at the beginning of each month with the security person's name for that day/time. Site maps and training will be provided.

Frequency: Once a month.

Length of commitment: one year or longer, if desired.

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Hospitality

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Meadowbrook 101

Coordinator - Margie Cox

email: marjcox@att.net

Phone: 254-315-4977

Children Host

Description: Pick up dinner for the children from Bush's; have desserts (cookies) and Capri Sun drinks in the preschool kitchen; nametags will be ready on a table outside of the Gathering Place; take children to the preschool area where Marcy will have workers available; serve & clean up meal before leaving.

Frequency: 4-5 times per year; 1.5 to 2 hours each time

Length of commitment: indefinite (or yearly)

Dinner Team

Description: Plan/cook a meal based on guest numbers received or use a MBC credit card obtained from Julia or David to purchase/pick up the meal (Rosa's), including tea; set out plates, cutlery, napkins, and serving utensils; put out cups/ice; clean up the meal, the kitchen, and the leftovers. Set up a drink table by the outside pantry and a dessert table on the side of the room.

Frequency: 4-5 times per year, 2 to 3 hours each time.

Length of commitment: indefinite (or yearly)

Room Preparation

Description: Clear the front of the room and set up a whiteboard and table for Cary; set up tables for guests arranged facing Cary. Place packets, Meadowbrook 101 booklets, info sheets, and pens on tables;

Frequency: 4-5 times per year, 1 hour per time

Length of commitment: indefinite (or yearly)

Guest "Welcome"

Description: Have nametags ready at the Welcome Center; take pictures of guests as they arrive; take children to the Preschool host(s).

Frequency: 4-5 times per year, 1 hour per time

Length of commitment: indefinite (or yearly)

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Hospitality

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Senior Assisted Parking (SAP)

Coordinator - Mike Betke

email: jmbetke@ubiproducts.com

phone: 254-379-0206

Description: Stationed at Covered Entrance and Main Adult Education Entrance to welcome and assist the seasoned and physically challenged from their cars and into the church. To be the first smiling face that a visitor to Meadowbrook sees. Help is needed:

- before morning bible study from 7:45-8:45
- after bible study/before early service from 9:20-10:00
- after early service/before late service from 10:30 – 11:15
- after late service from 11:45-12:15

Frequency: as needed, weekly, bi-monthly, monthly, pending schedule

Length of commitment: one year

Ushers

Coordinator - Bryan Ferguson

email: bryanferguson79@gmail.com

Phone: 254-644-0118

Description: Stationed at sanctuary doors at least once a month (9:30-10:00; 10:45-11:15).

- Greet, handout worship guides and help latecomers locate available seating, especially when sanctuary is crowded.
- Make sure offering plates are in front pew or available at back before service begins
- Take up offering in assigned aisle at the designated time in the service and take collections received to office.
- Count worship attendance in your “offering” area

Frequency: A rotation schedule will be provided and you are responsible for finding a sub if you are going to be out.

Length of commitment: one year or longer, if desired.

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Hospitality

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Welcome Center

Coordinator - Georgia Kattner

email: georgia.kattner@yahoo.com

Phone: 254-662-2535 or 254-744-4994

Cup Delivery

Description: Deliver guest cups on Sunday afternoon or sometime during the next week to the FRONT DOOR ONLY of worship visitors if they are not picked up at the Welcome Center on Sunday morning. This is not an in-home visit. This visit is a personal contact with the guest and say how glad we are that they visited our church and welcome them to come visit again. If they have any questions, try to answer them or we will return a call later with the answer.

Frequency: Once a month

Length of commitment: one year or longer, if desired

Letter Writers

Description: Write a letter to people who have visited recently at MBC. The church will provide postage and/or will mail the letter.

Frequency: Once or twice per month

Length of commitment: one year or longer, if desired.

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Hospitality

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Health Team

Coordinator – searching
email:
Phone:

Description: Skilled people needed to be available 2nd Sunday of each month to assist with blood pressure and blood glucose checks from 9:00 – 11:00. May give possible follow-up recommendations.

Homebound Ministry

Coordinator – Julie Morgan
email: jtandymorgan212@yahoo.com
Phone: 254-662-2937

Card Team

Description: Buy *Praying for You* or *Thinking of You* cards, or blank inside cards in which you can write a note. (We NEVER send Get Well Cards to our homebound members); send one or two cards a month; sign the cards, “Your Meadowbrook family.” An email list of recipients/addresses will be sent each month.

Frequency: Once a month, any time during each month.

Length of commitment: Indefinite.

Goody Bag Team

Description: Store goody bag items donated by church members until they are needed; purchase items for goody bags, for which you will be reimbursed; fill birthday goody bags for each home bound member’s birthday and give them to Bette Smith on Sunday morning two weeks before each person’s birthday; fill Christmas and Easter goody bags for all homebound members. Bette Smith will let you know when she will pick up the bags. You will be provided a list of homebound members and their birthdays, as well as a list of those who have diabetes or other dietary restrictions, so you will know the type of treats to put in their bags.

Frequency: As needed. Time varies depending on number bags needed.

Length of commitment: Indefinite.

Glorify

Ministries

Grow

Go

Prayer Team

Description: You will receive a monthly prayer list by email and are asked to pray specifically for one homebound person, plus as many of the other homebound members as possible.

Frequency: Daily, in your home, about 30 minutes

Length of commitment: Indefinite.

Weekly Visiting Team

Description: A weekly personal visit with the 3 or 4 homebound persons assigned (rotating list); to be an encouragement to all of our homebound members; verbal and written information for training to make visits comfortable for you and enjoyable for those you visit will be provided; you may visit on your own or with a partner; monthly visiting schedules will be sent by email.

Frequency: weekly, 2-3 hours each time

Length of commitment: indefinite

Prayer Ministry

Coordinator - Sara Barrett

email: barrettdf@hotmail.com

Phone: 254-398-4882

Description: Pray in the Prayer Room during one of the two worship services; pray at other times about special events and requests as they are received; prayer breakfasts are held occasionally also.

Frequency: once a month – except for special services

Length of commitment: indefinite

Glorify

Ministries

Grow

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O.W.L.S. Ministry

Older Wiser Livelier Saints

Coordinator - Rita Nehring

email: nehring@mygrande.net

Phone: 254-715-7323

Description: Ministers to the 65+ aged members of our church and community; planning teams consist of 4-5 team members

Sewing Ministry

Coordinator - Cathy Fischer

email: cjf1971@yahoo.com

Phone: 254-855-4591

Description: Sewing machines, supplies, projects, ideas, and fabric available; do not need to be an expert seamstress to participate; novices are welcome and tutoring is on hand.

Frequency: bi-weekly; Thursday afternoons from 1:30 until 3:30 – watch the Worship Guide for scheduled meetings.

Length of commitment: indefinite

Glorify

Ministries

Grow

Go

Kitchen Cook Teams

email: info@meadowbrookbc.org

Phone Church Office: 254-662-2728

Description: Have you ever watched the Cooking Channel or Food Network? Have you dreamed of being on an episode of Chopped? Good news! We have a spot for you...and we promise you won't ever be "chopped!" Bobby Flay don't have nothing on our Meadowbrook Kitchen Cook Teams! Kitchen Cook Team responsibilities include:

- purchase food items (credit card can be used or a reimbursement can be issued)
- cook meal (access to the church kitchen)
- provide dessert
- serve meal
- clean up

Frequency: Meals are offered on Wednesday evenings. The frequency (weekly, bi-monthly, monthly) depends on the season. Meals are also often prepared for funerals or special events.

Length of commitment: indefinite

Preschool & Children's Ministry

Coordinator – Marcy Smith, Children's Pastor

email: marcy_smith@meadowbrookbc.org

Phone Church office: 254-662-2728

Baking for Blessings

Description: Provide baked goods for volunteers at Thanksgiving, Christmas, and Easter as well as baking goodies for retreats and special events.

Frequency: 3 times per year, plus special occasions.

Length of commitment: one year or extended, if desired

Office Assistant

Description: Run copies, laminate, make booklets (binders & folders).

Frequency: as needed (especially before and during VBS, retreats, & special events)

Length of commitment: one year or extended, if desired

Glorify

Service

Grow

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Outreach Team

Description: Basic information & responsibilities: make contact with 1st time guests via email or handwritten card

Frequency: Weekly (as necessary)

Length of commitment: one year or extended, as desired

Supplies Management Team

Description: Clean & equip resource rooms; be judicious in disposing of broken and unnecessary items; check children's Sunday School rooms for bins to return to resource rooms; organize each resource room to be "user friendly."

Frequency: every other week, one hour per resource room

Length of commitment: one year or extended, if desired

Volunteer Child Care Team

Description: Many of our special events (movie nights, Bible studies, worship nights, etc.) require childcare and we need volunteers. Our paid workers staff our Sunday and Wednesday times, and often would like to be able to attend our special events with their families.

Frequency: as-needed.

Length of commitment: one year or extended, if desired

Worship Care @ 11:00

Description: Be available in case volunteers need anything. Pick up snack from classrooms and take to kitchen. Help "late" guests find appropriate classroom(s)

Frequency: One Sunday per month

Length of commitment: One year or extended, as desired

Glorify

Service

Grow

Go

Worship Kit Repair Team

Description: Worship Kits are available for use in the Gathering Place. These kits can be borrowed for use during the service and returned after use. Each week they will need to be replenished. Will need to gather clipboards, replace broken or missing crayons, replenish papers.

Frequency: weekly, any time after late service on Sunday or during the week for anywhere from 1-1 ½ hours.

Length of commitment: One year or extended, as desired

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Service

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Safety/Security Teams

Coordinator - Mark Gerik

email: markgerik@yahoo.com

Phone: 254-379-0056

Description: Be available during Sunday morning service times to help with parking, getting people into the building (especially during icy conditions and bad weather), and helping parents with small children. Casually walking through the lots at various times to be sure cars are not vandalized. Some training and instructions will be provided.

Frequency: once a month, 1.5 hour each time.

Length of commitment: one year or more

Seating Engineers

Coordinator – Bryan Ferguson

email: bryanferguson79@gmail.com

Phone: 254-539-2616

Description: Using provided diagrams, set up room(s) prior to scheduled events usually in the Fellowship Hall, but could be other areas. May need to reset the room after the event.

Frequency: as needed.

Length of commitment: one year or more

Transportation Team

Coordinator – in need of a coordinator

email: info@meadowbrookbc.org

Phone Church Office: 254-662-2728

Description: Maintain “rules” for use: use of calendar to schedule, secure safe driver, obtain and return keys, and return vehicles cleaned and gassed for next user. Keep a log on all vehicles for:

- a) Maintenance – oil changes, tire rotations, washing
- b) Verify current insurance, schedule annual inspections, etc.
- c) Driver qualifications and availability

Frequency: as needed.

Length of commitment: one year or more, if desired.

Workday Team

Coordinator – Dale Pattillo

email: info@meadowbrookbc.org

Phone: 254-662-2728 church office

Description: Respond when workdays are scheduled at the church; be willing to help when needed with deep cleaning of MBC facilities; supervision, instructions, and supplies will be provided.

Frequency: when needed or called upon

Length of commitment: one year or more

Glorify

Service

Grow

Go

Preschool & Children's Ministry

Coordinator - Marcy Smith, Children's Pastor

email: marcy_smith@meadowbrookbc.org

Phone Church office: 254-662-2728

*** All preschool, children, & youth volunteers must undergo a criminal background check as prescribed in our Child and Youth Protection Policy***

Glorify

Grow

Go

Sunday Worship Care – Nursery to 4 years old

Description: Provide care for our church family children so that parents can be engaged in worship and small group Bible study.

Frequency: on a rotating basis; volunteers needed at 9:45 & 11:00 a.m.

Length of commitment: usually one year, but it can be extended for as long as you are willing to serve.

Children's Sunday School Teachers and Substitutes – Nursery to 6th graders

Description: Prepare lessons for children's Bible study (training & curriculum provided). Arrive 10 minutes early in the room so that children will be greeted by a friendly and welcoming face.

Frequency: every week or every other week; subs as needed.

9:45 a.m. – babies through 4th grade and 1st through 6th grade

Length of commitment: School year until summer. Train by shadowing current teacher if desired.

MBC Kids First Wednesdays

Ages 4 – Kindergarten – Bible stories with hands-on crafts and games

Grades 1-6 – Missions focus with hands-on activities and fun!

Vacation Bible School

Description: Multiple opportunities for service (training & curriculum provided)

- a. **Preschool** – crafts, Bible story, snacks, or group leader
- b. **K-4 Leaders** – Bible story, craft, recreation, snack, or group leader
- c. **5th-6th Leaders** – Recreation, Bible story, craft, snack, or group leader
- d. **Music leaders**
- e. **Registration workers**
- f. **Decorating team** (before VBS)

Frequency: once a year – 1st full week of June (Sun – Thurs) in the evenings

Length of Commitment: depends on responsibility, plus 2 mandatory meetings

Glorify

Grow

Youth & College/Career Ministry

Go

Coordinator – Marshall Simpson, Student Pastor

email: marshall_simpson@meadowbrook.org

Phone Church office: 254-662-2728

*** All preschool, children, & youth volunteers must undergo a criminal background check as prescribed in our Child and Youth Protection Policy***

Youth Sunday School Teachers and Substitutes – 7th – 12th graders

Description: Prepare and present lessons for weekly Bible study (training & curriculum provided).

Frequency: every week during the 9:45 Sunday School hour; subs as needed.

Length of commitment: School year until summer

College & Career Sunday School Teachers and Substitutes

Description: Prepare and present lessons for weekly Bible study (training & curriculum provided).

Frequency: every week during the 9:45 Sunday School hour; subs as needed.

Length of commitment: School year until summer

Teachers and Substitutes are selected based on an interview with the Youth Minister and current need.

Family Ministry Team

Coordinator: Amy Castello

email: amy_castello@meadowbrookbc.org

Phone Church Office: 254-662-2728

Description: The Family Ministry Team (FMT) is a team of church members who are interested in how to best plan for and implement ministries focused on family ministry including parenting, marriages, and missions.

Frequency: The team will meet the first Tuesday of the month from 5:30-6:30 P.M. (or whatever time is decided upon by the team) to discuss

current issues in the ministry areas, plan for future events, evaluate ministries, and pray for our church. Each person on the team will be an advocate for one of the following areas:

- Parenting
- Marriage Enrichment
- Mission (locally, domestically and internationally)
- Discipleship

Length of commitment: TBD, tentatively two- or three-year rotation.

Glorify

Grow

Go

Adult Education/Adult Sunday School

Coordinator: D.F. Barrett, Assoc. Pastor for Adult Discipleship

email: dfbarrett@yahoo.com

Phone: 254-313-8582

Description: Teachers, Class Facilitators, or Substitutes lead a Sunday morning Bible study for a class.

Frequency: If teaching, weekly, one hour plus study time. If subbing, as needed.

Length of commitment: Indefinite; Study materials are available and training can be provided

PLACE Ministry

Coordinator - Margie Cox

email: marjcox@att.net

Phone: 254-315-4977

Connection Follow-up

Coordinator - Vickie Pack

email: vickiepack@yahoo.com

Phone: 254-717-3227

Description: From six weeks to three months after a workshop is completed and participants have “plugged in”; contact both the participant and the ministry leader to be sure it is going well.

Frequency: 3-6 times a year

Length of commitment: one year or longer

Database Administrator

Coordinator – Mary Betke

email: mary.betke@gmail.com

Phone: 254-379-0205

Description: Inputs and maintains online database (system utilized by MBC) with information from Personal Discovery to PLACEment of individuals; create reports and provide Implementor information at regular intervals on follow-up status for participants; provide serving status reports as directed; utilize search capabilities of database for staff/ministry leaders needing specific kinds of gifts and individuals for ministry roles or tasks. All information will be provided.

Frequency: updates and information input perhaps as often as weekly

Length of commitment: one year or longer

Library Team

Coordinator - Barbara Ingram

email: bingram3538@aol.com

Phone: 254-881-4002

Description: Volunteers answer questions, shelve donated and returned books, label books with Dewey Decimal numbers, fix cards, and enter titles and information into the computer. Mrs. Ingram's Sunday School class helps her inventory when that is needed.

Frequency: as needed

Length of commitment: indefinite

Meadowbrook Preschool

Coordinator - Mandy Paris, Director

email: mandy_paris@meadowbrookbc.org

Phone: 254-744-0150

Child Guidance Caregiver

Description: Help class teacher by providing 1-on-1 with a "needy" child; director would give specific directions based on child's needs.

Frequency: at least weekly

Length of commitment: as needed

Glorify

Grow

Go

Craft Time

Description: Provide and oversee a craft; supplies will be provided if we know in advance; supplies need to be as inexpensive as possible; age groups would be divided so that we could rotate groups on different weeks.

Frequency: weekly; between 9-11 AM and 2-4 PM; 30 minutes per session

Length of commitment: spring and fall semesters and/or summer

Glorify

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Preschool Graduation

Description: Provide snacks (cookies/punch); set up/clean up the evening of graduation so workers can mingle with parents.

Frequency: once a year in May

Length of commitment: one year or longer, if desired

Reading to Children

Description: Read to 3, 4, and 5-year olds in one room; possibly read to younger children if class is available.

Frequency: weekly, 20-30 minutes each time

Length of commitment: one year

Welcome Arms

Description: Greet, welcome, and help new members transition into the classroom.

Frequency: as needed; early morning; length of time depends on child's needs.

Length of commitment: one week or until child is comfortable

Worker Appreciation

Description: Provide snacks, encouragement items, holiday goodies in the preschool kitchen for the workers; the number of workers may vary throughout the year; Meadowbrook Preschool director or assistant will provide the number.

Frequency: monthly

Length of commitment: Spring, summer, and fall semesters

Worker Birthday Blessing

Description: Provide a baked item or something special on a worker's birthday; names and dates will be provided.

Frequency: as needed

Length of commitment: one year – until all birthdays are recognized

Glorify

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Men's Ministry In transition to reorganize after COVID

Men's Bible Study – Fall/Spring

Coordinator - Johnny Rhodes

email: johnnyboy555555@aol.com

Phone: 254-717-0039

Fishing Trip – Fall/Spring

Coordinator - Milton Farney

email: miltonfarney@sbcglobal.net

Phone: 254-662-1298

Description: Every fall and spring the men take 2 or 3-day trip to Palacios, Texas for fun, fellowship, food and fishing. Cost of these trips are listed at time of sign-up.

Frequency: Fall trip & Spring trip, 2-3 days in Palacios

Golf

Coordinator - Phil Jones

email: pjones1645@yahoo.com

Phone: 254-640-2780

Description: Event schedules and sign-ups announced in Worship Guide, on the announcement screens and in the Sunday School announcements.

Frequency: N/A

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Women's Events/Opportunities

Annual Retreat/Conference (planning team)

Coordinator - Sharon Blanchard

email: shareblanch@gmail.com

Phone: 254-640-0217

Description: Plan the annual retreat as the committee selects a theme, location, schedule, speaker, music leader, decorations, nametags, t-shirts, mission project, games, etc.; other areas to serve involve registration, publicity, prayer team, and the pre-retreat social.

Frequency: the retreat is one weekend (Fri-Sun) per year in spring – usually March or April; planning meetings are held once a month leading up to the weekend for 1 hour each (usually Nov – March).

Length of commitment: one year or longer, if desired

Bible Study – Fall/Spring

Coordinators - Connie Rhodes and Stephanie Johnson

email: Connie Rhodes - rhodesservices5@aol.com or Stephanie Johnson - sjohnson0521@yahoo.com

Phone: Connie Rhodes – 254-717-2588 or Stephanie Johnson – 254-722-8267

Description: Bible study for women. Study topics announced at sign-up. Possible cost for materials.

Frequency: Fall and Spring on Thursday nights at 6:30.
Length of commitment: 6-8 weeks

Joyful Creations

Coordinator – Sharon Blanchard / Fran Ostrom

Email:

Phone:

Description: Crafting, connection and devotional event for all women. Everything provided to complete the craft project and delicious snacks included in the registration fee. Sign up on-line when date is announced. Childcare provided with reservations.

Frequency: Quarterly

Length of commitment: time varies depending on the craft.

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Alta Vista School Ministry

Coordinator – New Ministry, a coordinator is needed
email: Amy Castello - amy_castello@meadowbrookbc.org
Phone Church Office: 254-662-2728

Meadowbrook has partnered with Alta Vista Elementary to provide help and support for a variety of needs. Volunteers are needed in the following ministries:

Mentor a Student

Description: Mentor an Alta Vista student. Visit for 30 minutes a week during school hours (7:15 a.m. – 3:15 p.m.). Play cards, board games, talk, craft – whatever you desire during the 30 minutes. You'll get a tour of the school and be introduced to your student by an Alta Vista staff member. Orientation meeting required during which you will complete an application and a WISD background check.

Frequency: Weekly

Length of commitment: 30 minutes

STARS Book Club

Coordinator - Amy Castello – Family Pastor
email: amy_castello@meadowbrookbc.org
Phone Church office: 254-662-2728

Description: Reading paired with positive mentoring relationships helps kids succeed in school and in life. Transform the life of a student by becoming a member of the STARS Book Club! STARS volunteers are asked to read to student(s) during the lunch period which runs from 11:15-1:00.

Requirements: WISD Background check, 1.5-hour training video, and must apply by November 10th at www.starsbookclubs.com/apply. If you miss the deadline, you can still participate but will need to contact Amy Castello (amy_castello@meadowbrookbc.org)

Frequency: Weekly

Length of commitment: 30 minutes a week during lunch time (11:15-1:00)

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Brookhaven Boys Ranch

Coordinator - Gail Jenkins

email: gail@intetechsystems.net

Phone: 254-744-4173

Brookhaven Boys Ranch is a temporary home for troubled youth. The Journey team provides weekly Bible study on Wednesday night and contributions help provide Bibles, Devotional books and special activities.

Brookhaven is under Child Care Protection agencies so all volunteers must complete a volunteer application that includes a background check and volunteer orientation.

Weekly Bible Study

Description: Bible Study is held every Wednesday night for any boys wishing to attend.

Frequency: once a week, for 1-1 ½ hour

Length of commitment: week by week basis as needed

Fishing Trip

Description: Fishing at Latham Springs. Every fall and spring, Journey ministry provides an opportunity for fishing and a cookout at Latham Springs for every resident at Brookhaven Youth Ranch. Volunteers are needed to help the boy's fish which includes baiting and casting. Volunteers are also needed to cook and serve food.

Frequency: Fall and spring trip require volunteers to spend approximately 4-5 hours out at Latham Springs.

Length of commitment: volunteers are scheduled as each event draws near. Usually held on a Saturday or Sunday

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Christmas Dinner

Description: Journey holds a fancy Christmas dinner for the boys of Brookhaven complete with a meal that includes all the traditional Christmas fixins' and lots of presents. Volunteers (4) are needed to sponsor a table. Sponsoring a table includes preparing the table (you provide special Christmas dishes, serving trays for the food, and a small centerpiece). Two of the table sponsor volunteers sit with the boys during the meal and the other two volunteers act as servers/waiters. Volunteers are also needed to bring desserts.

Frequency: Once a year, usually on a Sunday evening a week or two before Christmas.

Length of commitment: 6-8 hours depending on your volunteer role.

Movie/Activity Events

Description: Journey will occasionally provide activities which include movies, live bands, art projects, etc. and ALWAYS includes food.

Frequency: time and events vary

Length of commitment: 4-5 hours, usually on a weekday.

CareNet Pregnancy Center – Waco

CareNet Website: <http://pregnancycare.org>

Coordinator - Stella Turrubiardez

email: stella@pregnancycare.org

Phone: 254-772-6175

MBC Coordinator – Pam McLerran

email: pmclerran@hot.rr.com

Phone: 254-644-5923

Benevolence

Description: organizing donated baby items, etc.; mailing projects; errands; organization of paperwork and projects; must be at least 18 years old.

Frequency: weekly; 2-3 hours per week

Length of commitment: one year or longer, if desired

Building Maintenance & Repairs

Description: Help with repairs around the CareNet buildings; must be at least 18 years old.

Frequency: Once a month

Length of commitment: one year or longer, if desired

Client Advocate

Description: Provide counsel, support, and encouragement to those facing unplanned pregnancy; must be at least 18 years old.

Frequency: minimum of 3-4 hours weekly

Length of commitment: one year or longer, if desired

Layette

Description: Provide baby items and emotional support to new moms once their baby is born; must be at least 18 years old.

Frequency: minimum of 3-4 hours weekly

Length of commitment: one year or longer, if desired

Mentorship (Embrace Grace)

Description: Provide ongoing support, usually outside the center; requires extra training; must be at least 18 years old.

Frequency: once a month

Length of commitment: one year or longer, if desired

Pregnancy Support and After Care

Description: Provide counseling/mentoring to birth moms throughout the pregnancy and through the first year of the baby's life; must be at least 18 years old.

Frequency: weekly

Length of commitment: one year or longer, if desired

Seasonal Events

Sanctity of Human Life BBQ – January

Human Race – April

Annual Banquet – September

Frequency: once a year; time as needed

Length of Commitment: one year or longer, if desired

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Missions

Christian Women Job Corp (CWJC)

CWJC Contact – Lydia Tate

email: adminassistant@cwjcwaco.org

Phone: 254-757-0416

Description: Opportunities to help equip women for life and work. Volunteers can help in these ways:

- Journey Partner (Mentor) – training provided
- Teachers – curriculum provided
- GED tutor
- Office Helper (mail-outs)
- Prayer Partner
- Hospitality Team – help provide snacks, host trainings and celebrations
- Encouragement Team Member
- Fundraising Team Member

Frequency: unknown

Length of commitment: unknown

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Faith Community Health – Baylor S&W Hillcrest

BSWH Coordinator - Donna Stauber, Director

email: donna.stauber@bswhealth.org

Phone: 254-855-0579

Description: Coordinate volunteers; be able to answer questions about resources; matching patients with FCH volunteers; contacting healthcare professionals for advice for patients; training, resources, and healthcare professional information will be provided.

Frequency: daily; 20 hours per week

Length of commitment: one year or longer, if desired

Family Abuse Center

Contact the Family Abuse Center Volunteer Coordinator
email: volunteer@familyabusecenter.org
Phone: (254) 772-8999

Description: The Family Abuse Center relies on volunteers in the community to share their time, talents, and skills to help make an impact on the lives of domestic violence survivors and their families. You can choose to volunteer on a weekly basis, a few times, or one time. Work on special projects with a group or individually cleaning, gardening, organizing and more.

Mission Waco

Coordinator - David Netherland
Email: davidnetherland@sbcglobal.net
Phone: 254-662-3030

Description: Volunteers go on a mission trip to Haiti every year during the week of Spring Break. Volunteers are required to raise their own funds for the trip.

Frequency: Once a year
Length of commitment: One week

Operation Christmas Child – Waco & DFW

Coordinators - Jim or Janis Reid
email: jreid5@hot.rr.com
Phone: 254-855-5933 or 254-855-5988

Processing Center in DFW Area

Description: Examine contents of each box and make them ready for overseas shipment per instructions given in the orientation prior to beginning the task; contact Samaritan's Purse directly at www.samaritanspurse.org if you would like to work different locations and/or longer shifts.

Frequency: late November to mid-December; 4-hour shifts
Length of commitment: personal choice

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Samaritan's Purse – USA

Coordinators - Jim or Janis Reid

email: jreid5@hot.rr.com

Phone: 254-855-5933 or 254-855-5988

US Construction Projects

Description: In communities devastated by hurricanes, tornadoes, floods, or other disasters, Samaritan's Purse often stays behind after the initial response to rebuild or restore houses for needy families at no cost to the homeowner. These projects usually last about one year, depending on the need. Volunteers are scheduled approximately three months in advance and can stay 1 to 2 weeks. Some projects run from Sunday night check-in to Friday noon or Monday night check-in to Saturday noon. No prior training is necessary. Both skilled and non-skilled workers are needed.

Frequency: as needed; usually 1 to 2 weeks each trip

Length of commitment: personal choice

US Disaster Relief

Description: Whenever disaster strikes, Samaritan's Purse is ready to respond at a moment's notice. Their volunteer teams are on the ground within hours of a disaster. Thousands of volunteers provide emergency aid to victims. Their focus is to provide immediate relief, especially to those who are uninsured, underinsured, disabled, elderly, and to those who are in most need. These responses can last 1 to 6 weeks depending on the amount of damage and need. This is for volunteers that can leave with little notice. Volunteers might tarp roofs, remove fallen trees, clear debris, clean out flood damage, sift through ashes looking for personal belongings, etc. You can volunteer on a daily basis if you live near the disaster area. Overnight volunteers are asked to stay a minimum of 3 days. The only cost is your transportation – lodging and food are provided for overnight volunteers. No prior training is necessary; however, there is a brief orientation when you arrive.

Frequency: as needed

Length of commitment: personal choice

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Shepherd's Heart Food Pantry – Robinson

Coordinator - Kathy Mirick

email: kathymirick@yahoo.com

Phone: 254-662-9180

Description: Volunteers are asked to arrive at the pantry around 9:15 to bag produce, sweep floors, restock shelves, set out reads and cakes, etc. Orientation is done around 9:45. Everyone must be present for orientation. Volunteers are asked to park across the street at City Hall. Clients can enter the pantry at 10:00.

Volunteers are asked to carry the grocery baskets for the clients and help them keep up with the number of items in their baskets. There are volunteers at the counter to bag the groceries and then volunteers to help carry the groceries out to the cars. ALL volunteers must be over age 14 and must be able to lift and carry. Due to confidentiality reasons, we do not have volunteers sit at the registration desk. We also do not allow young volunteers to carry the groceries to the cars. The pantry closes at noon and at that time the floors need to be re-swept and foods put away in tubs, coolers, etc. Canned foods are re-stocked from the back-storage area to the pantry shelves.

Frequency: 1st and 3rd Saturdays of the month with MBC participation 2 to 3 times per year; 9:15am-12:15pm.

Length of commitment: indefinite

You may contact Sonya Rawlings-Aleman, Director of Volunteers for Shepherd's Heart Food Pantry at 254-495-8996

Texas Baptist Men Disaster Relief – USA

Coordinator – Judy Hill

email:

Phone:

Description: Texas Baptist Men Disaster Relief is a part of the Southern Baptist Convention. These volunteers are called upon by an agency or church. Categories of service include: asset protection, box ministry, chainsaw, chaplains, child care, clean out, communication, heavy

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equipment, mass feeding, shower/laundry, temporary roofing, water purification, and presentation of the Gospel. You can also contact the Dallas headquarters at 214-381-2800 or go to www.texasbaptistmen.org

Frequency: as needed

Length of commitment: personal choice

Volunteer Christian Builders

Volunteer Christian Builders Website: www.vcbuilders.org

Coordinators - Mark & Deann Martin

email: markmartin1957@gmail.com

Phone: 254-203-1125

Description: Join a dedicated group of fellow Christians helping other Christians. Volunteers of all ages and walks of life pitch in with one common goal that binds all volunteers together, the desire to reach people with the good news, the Gospel of Jesus Christ. The members of Volunteer Christian Builders “Travel with a Purpose” and are offered the opportunity to grow in Christ through fellowship and obedience to God’s call to missions. No special skills are needed, only a willingness to serve. Details are available on the “Join Us” page of our [website](#).

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