

Time and Talent Commitments **to the Ministry of Lutheran Church of the Holy Spirit** **2019-2020**

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. You may submit your time & talent commitments either on-line via our website, www.holyspirit-elca.org, or using this form. **YOU ONLY NEED TO SUBMIT ONE FORM, NOT BOTH.** Children should fill out a separate Time and Talent sheet.

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.

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 - Carol Duprey, Council Rep**
Mike Duffy, Music Director

- _____ Attend regular weekly worship
- _____ Assisting Minister: *Read the lessons, participate in the liturgical prayers, and assist with communion distribution (no singing required)*
- _____ First Service
- _____ Second Service
- _____ Usher: *Distribute bulletins, bring communion bread and wine forward, collect offering, record the number of worshippers, and create a general environment of hospitality*
- _____ Altar Guild: *Prepare the altar for worship and clean up the altar after worship*
- _____ Adult Choir: *Rehearse Wednesday evenings and sing on Sundays alternating between 1st and 2nd services*
- _____ Bell Choir: *Rehearse on Wednesday evenings and play on select Sunday mornings*
- _____ Brass / Wind Ensemble: *Rehearse and play on select Sunday mornings*
- _____ Christmas Band: *Rehearse on a few Sundays before Christmas and play on Christmas Eve*
- _____ Special Music: *Share special instrumental or vocal music at a service in consultation with the music director*
- _____ Summer Music: *Provide special instrumental or vocal music during the summer season in consultation with the music director*
- _____ Hymn Selection: *Select monthly hymns that will be sung during Sunday services*

Initials **Property – Dave Schroetter, 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")
- _____ Lawn Mowing / Snow Blowing: *Sign up by the week or month during the summer and winter seasons*
- _____ Willing to provide special skills such as *painting, electrical, carpentry, plumbing, landscaping, etc.*
Specify your gift(s) _____

Initials **Growth & Hospitality – Jan Schwanke, Council Rep**

- _____ 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*
- _____ 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*
- _____ 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 2019)*
- _____ Farmer's Market: *Sell homemade baked good and cold water during Deerfield's Farmers' Market, June-Sept.*
- _____ Meet & Greet: *Provide homemade treats for monthly fellowship last Sunday of each month*

Initials **Human Needs – Emmanuel Neela, Council Rep**
Caring Community-Eileen Weglarz

- _____ PADS Lake County Homeless Shelter: *Donate food items*
- _____ Blood Drive: *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*
- _____ Refugee One Task Force: *Coordinate LCHS support of Refugee One's efforts to resettle refugees in the Chicago land area*
- _____ 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 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 (usually 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 – Jennifer Prosk, 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 Volunteer: *Help with music, crafts, snacks and Bible stories during VBS, usually held the last week of July*
- _____ Sunday Adult Forum: *Attend weekly sessions during the Sunday School Hour (between services)*
- _____ Thursday Morning Bible Study: *Attend weekly Bible studies held on Thursdays from 10:00 - 11:30am*
- _____ Library Volunteer: *Cover, catalogue and reshelv books*

Initials **Youth Ministry– Donna Williams, Council Rep**
Jennifer Williams, Youth Coordinator

- _____ 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– Kymm Brown, Council Rep**

- _____ CUFF (Christians United for Fellowship): *Help organize one or more fellowship activities (Beef & Lobster dinner, Wine Tasting, Church Picnic, etc.)*
- _____ MOST (Men of Spirit Together): *Participate in and help plan events and casual gatherings during the year (Darts, Billiards, Oktoberfest, etc.)*
- _____ WELCA (Women of the ELCA): *Participate in and help plan events and casual gatherings throughout the year (Holiday Boutique, Angel Tree, summer rummage sale, etc.)*
- _____ ExPOS (Experienced People of Spirit): *Participate in and help plan events and casual gatherings throughout the year*

Initials **Stewardship– Bill Collins, Council Rep**

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

Initials **Finance– Larry Brady, 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 & Technology– Joe Labellarte, Council Rep**

- _____ Web Site & Social Media: *Help with the church website, social media postings on Facebook, etc. Training provided*
- _____ Video Kiosk: *Help maintain the Narthex video kiosk. 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*

Initials **Long-Term Planning – Joe Labellarte, Council Rep**

- _____ Contribute ideas and assist with planning activities, including for example, Sanctuary enhancements such as new flooring

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*