



Where do  
I *fit* at  
All Souls?

## *What's in this Booklet?*

Thanks for picking this up!

This booklet is aimed at helping you find a place here at All Souls. There is a lot that we do everyday, but our hope is that this community and what you do here helps bring you to life.

We have organized this booklet so that you can flip through and not only see all the things going on here and what each team does, but also see what kind of person joins each team, and what gifts are best suited for each team. Our hope is that you would serve out of your gifts in community.

Flip through it often and dream up new ways to be here.

# MINISTRIES

## *Who's in this Booklet?*

- Newcomers/Greeters
- Outreach
- Youth
- Arts
- Small Groups
- Formation
- Evangelism
- Hospitality
- Stephen Ministry
- Stewardship
- Finance
- Personnel
- Vocations
- Music
- Worship
- Children
- Property
- Parish Life

# NEWCOMERS/GREETERS

The Newcomer/Greeter team exists to welcome visitors and followup with those who are interested in attending All Souls.

## Responsibilities

- *Greeters*: Attend meetings, take shifts as a greeter once per month on Sundays and perform duties assigned for those shifts.
- *Newcomer Team*: Attend meetings, pray for visitors and newcomers, help develop strategy, and help put on newcomer events such as the New Member Ceremony, the Newcomer Receptions, etc.
- *Connectors*: Attend and help host connector dinners, follow-up with particular newcomers—welcoming them and helping them feel at home in this parish.

## What gifts are best?

If you enjoy welcoming people, are energized by being with others, and are able to listen well, this is a great team for you!

# OUTREACH

The Outreach Ministry Team identifies needs in our local community, the nation, and the world, and brings information about these needs to the congregation for reflection, prayer, and action. The team forms sub-groups/committees depending on particular projects and needs. Examples of sub-groups are: All Souls for Racial Justice, All Souls for Climate Change, and our monthly Open Door Dinner to feed the hungry.

## Responsibilities

- Members are responsible for attending meetings and for envisioning, planning, and leading Outreach-based actions and projects.
- Members are responsible for coordinating activities with other groups and ministries in the parish, and communicating its mission and projects to the wider community.

## What gifts are best?

If you have a passion for issues of justice, enjoy serving, or if you have a specific skill and/or interest related to present or potential Outreach ministries and projects, this is a great team to consider.

# YOUTH

To plan, support, and facilitate youth ministry activities for middle school and high school students.

## **Responsibilities**

- Attend meetings and contribute ideas to and alongside the Youth Minister.
- Attend youth events and help prepare for youth events.

## **What gifts are best?**

Those who are passionate about youth! Those who are youth, parents of youth, or any other adult who is thoughtful and has an understanding of the interests of youth; and those who are excited by the opportunity to have a significant impact on the lives of youth at All Souls.

# ARTS

To provide the community of All Souls a means to deepen our worship and strengthen our connection to the sacred through liturgically rooted expressions in the performing and visual arts. By working collaboratively across diverse artistic approaches and media, this committee aims at inviting others to experience growth in the Christian life in worship and parish events.

## Responsibilities

- Attend monthly meetings.
- Generate and consider ideas as they relate to the above purpose.
- Be an active participant and producer of programs and projects decided on by the committee.
- Collaborate with other ministries and specifically the Associate for Liturgy and Music.

## What gifts are best?

Someone who has a passion and concern for the liturgical seasons and creating expressions of those seasons; a desire to work closely on a team to imagine and create a worshipful connection to the sacred; and/or a specific gift pertaining to the performing or visual arts.

# SMALL GROUPS

To provide small groups, by age group, skills, affinities, spiritual practices, etc., which focus on the development of one's spiritual life, and give opportunities to deepen one's relationship to God in a supportive community.

## Responsibilities

- Attend meetings for the particular group.
- Participate in activities put on by a particular small group.
- If in a spiritual practice small group—commit and follow through with readings and activities assigned by the small group leader.

## What gifts are best?

Anyone interested can join a small group, which are often based on an affinity, a meal, age group, or a spiritual practice. If you are someone looking for a place to connect in a deeper way with others, this is the place for you! Just pick a small group that sounds exciting. Here are few:

- Lectio Divina (Saturday Bible Lectio group)
- All Soles (Running group)
- Ale Souls (Beer brewing group)
- Phoenixes (20s/30s group)
- Spaghetti Again (Men's dinner group)
- Lunch Bunch (Thursday afternoon lunch group)

# FORMATION

To offer opportunities for spiritual growth and Christian formation for children, youth, and adults through classes, series, and other events held during Sunday morning formation hour and evenings during Advent and Lent.

## **Responsibilities (Adult Formation):**

- Attend monthly meetings.
- Contribute to meetings, carry out assigned tasks/logistics.
- Work closely with other ministry teams.
- Help recruit presenters and develop content.
- Attend formation hour classes.

## **Responsibilities (Children and Youth):**

- Serving on a regular schedule on Sundays
- Working closely with Youth minister or Children's Formation Chair
- Children's Formation (Godly Play Storyteller) requires planning lessons in advance

## **What gifts are best?**

The Adult Formation team is a great place for someone who is excited about education and spiritual development, or someone skilled in teaching/presenting. This is also a great team for someone passionate about big picture questions about the Church, spirituality, faith, outreach, or social justice. Children and Youth formation are by invitation or inquiry, and are a great place for someone gifted in working with kids or youth, and/or someone creative and good at explaining things.

# EVANGELISM

To find new, creative ways to share the love of Jesus; to both invite the larger community to our space as well as meet our local community where they are, and to share the Spirit with each other and with the larger community so that all souls know that they are seen and heard.

## Responsibilities

- Attend monthly meetings.
- Contribute to meetings with ideas, and follow through with tasks assigned at meetings.
- Help plan events and carry out tasks necessary for events.

## What gifts are best?

This ministry team is suited for those who have a passion to get outside the walls of the church and also who have a gift of hospitality. People on this team enjoy meeting new people and creating safe spaces for strangers. Those on this team also enjoy imagining new possibilities to extend the “walls” of the church.

# HOSPITALITY

To provide a welcoming environment during Sunday Coffee Hour, and receptions at Christmas and Easter, where people can gather to talk and build community while enjoying coffee, tea, baked goods, and other refreshments.

## Responsibilities

- Sign up to serve once per month on a team for Sunday Coffee Hour.
- Follow through with tasks required to serve Coffee Hour refreshments.
- Assist with special receptions at Christmas and Easter.
- Suggest ideas for improving receptions and Coffee Hour.

## What gifts are best?

This is a behind the scenes service role, that might be enjoyed by one who likes to create spaces where community can be built. If you like to host, serve food to people, and plan events, you might find a place here. You also get the added benefit of snacking on refreshments!

# STEPHEN MINISTRY

To provide quality, confidential, Christ-centered care through one-to-one reflective listening to those who are hurting from some life situation (temporary or permanent) such as grief, job loss, disability, family struggles, etc.

## Responsibilities

- Meet weekly with assigned care receiver(s) for about an hour, to provide confidential, non-judgmental, process-oriented care as long as the care receiver is in need.
- Meet twice each month for group supervision and continuing education.

## What gifts are best?

Members of this team are trained once a year, following an extensive application process, interview, etc. Those accepted are people who have excellent listening skills and an ability to discern feelings from verbal and non-verbal cues, who are patient and compassionate; and those who are trustworthy and reliable. This team is a great place to improve one's own interpersonal skills, practice compassion and presence, and to experience the privilege of walking alongside another to participate in God's healing.

# STEWARDSHIP

To provide leadership for faithful stewardship of the resources in the parish.

## Responsibilities

- Preparing for and participating in team meetings.
- Sharing a theological understanding of stewardship with other members of the congregation.
- Being informed about the parish's need for financial resources and asking people to pledge financial support.
- Active in helping organize, publicize, and implement the annual pledge campaign.
- Work closely with Adult Formation to help shape parish-wide education that address stewardship of all resources (personal and congregational), promote a culture of abundance, gratitude, and generosity, and explore possibilities for more conscious living with God's gifts.

## What gifts are best?

Recruited by the Stewardship chair, team members, rector, or other staff, ideal team members are committed to moving toward defined proportional giving from their own financial resources and are able to communicate about the impact this has had in their lives. Those who are concerned with personal or congregational resources, and who desire to spread an attitude of gratitude and abundance would make good team members.

# FINANCE

To monitor the parish finances and call Vestry attention to noteworthy information; to recommend actions related to finances to Vestry, and implement financial decisions made by the Vestry; to interpret financial information in light of overarching parish mission and goals; to maintain a system that assures Vestry and parish that funds collected and distributed are accounted for; and to prepare and maintain a financial strategic plan.

## Responsibilities

- Members serve a four year term and are recruited by the Rector or other staff.
- Review regular financial reports in preparation for meetings.
- Attend and contribute to monthly meetings.
- Integrate the life and program of the parish with financial data.

## What gifts are best?

If you have a passion for finances, budgeting, stewardship, and the mission of this parish specifically, this might be a great team for you. Additionally, if you have gifts of discernment, administration, leadership, and encouragement, this also might be a good fit for you.

# PERSONNEL

This is a standing committee that aids the Vestry and Rector in a human resources capacity, specifically to draft new policies, or modify existing policies as needed because of changing circumstances, for adoption by Vestry or Rector; to create language for such documents as Letters of Agreement; and to provide advice to supervisors related to interpretation and implementation of policies.

## Responsibilities

- Members are recruited by the Rector or designee and serve a two year term.
- Attend meetings when called for.
- Exercise discretion and hold confidences.
- Value consistency but exercise judgment in given situations.
- Provide consultation to the Rector in areas such as policy interpretation and fair process in unusual situations.
- Help draft position descriptions, letters of agreement, orientation of new staff to diocesan/parish employee policies/practices.

## What gifts are best?

This is an advisory team. Those excited by the opportunity to advise, recommend, and exercise discretion and judgment might find this a good fit. Additionally, those with experience in human resources, or those who wish to share their human resources skill with this parish would find a welcome home on the Personnel Committee.

# VOCATIONS

This is a team that holds the decision power for moving people through the initial stages of ordained ministry, but also that helps lay people in making big life decisions. When the discernment is toward a possible call to Holy Orders, the Vocations Committee implements the process required by the diocesan Commission on Ministry, and functions in an advisory capacity to the Vestry.

## Responsibilities

- Members are selected by the Rector and/staff and serve for three years.
- Attend and prepare for meetings by both reading materials and prayer.
- If serving for a discernment to Holy Orders, must be familiar with process and able to synthesize DC conversations into the final P-6 document, etc.
- Must be willing to communicate your support/non-support for Nominees to move forward in the process along with their basis for this recommendation.

## What gifts are best?

This team is suited for someone already involved in ministry in some capacity, someone who is very capable of exercising discretion, and those who have an interest in ministry (both lay and ordained). If you are naturally a helper or have the gift of discernment; if you are someone with vision and an ability to listen well to others, this might be a good team for you.

# MUSIC

Music at All Souls reflects the diversity of our membership, with repertoire spanning a wide range of Christian practice. We take great joy in our inheritance from the past, as well as in exploring new music that may come to nurture those who will come to follow us in faith.

## Musical Groups

All Souls sponsors three volunteer member groups, each with a different focus. Singers and musicians are actively encouraged to participate in more than one group as their time and interest allow. New members are always welcome!

- The Parish Choir has a long history of faithful leadership drawing on an extensive library in singing every Sunday as well as on major holy days throughout the year.
- The Angel Band specializes in American roots music, gospel bluegrass, and southern harmony, while seeking out other repertoire that suits the group's ever-evolving instrumentation and combination of voices.
- The Hearts on Fire Gospel Choir features gospel music accompanied by drums, electric guitar, and piano.

## What gifts are best?

If you have a skill or gift in singing or playing an instrument, choosing one of these, or all of these is highly encouraged.

# WORSHIP

To aid in Sunday services and liturgy. Responsibilities for each role vary, but all require a level of focus, time, and training.

## Responsibilities

- Lector/Intercessors read the appointed Scripture passages, and lead the Prayers of the People during services.
- Ushers assist in greeting all worshipers with a bulletin and help them find seating, as well as guiding people to the altar rail for communion.
- Healing team supports and trains those commissioned to lay on hands during services.
- Kyakameena, a ministry of monthly visits and worship services to the Kyakameena Nursing Home.
- Lay Assistants assist clergy during services.
- Eucharistic Ministers assist in serving the bread and wine at communion.
- Acolytes, children 4th grade and up, assist clergy by serving in the liturgy in a variety of ways.
- Sacristans prepare and maintain sacred vessels and vestments associated with worship services.
- Sound techs run the audio equipment for services.

## What gifts are best?

If you have a desire and interest to participate in worship in some capacity, joining one of these groups is a great place for you. Each group fulfills very specific roles in the liturgy that all require a worshipful presence and gifts of compassion, care, and attention to detail.

# CHILDREN

To support our children in connecting with God and learning how we can live together in the way of Jesus. Our kids can come close to God through Children's Chapel, Sunday School, and special events like the Parish Retreat and our summer day camp.

## Responsibilities

- Attend monthly meetings
- Share in supporting Sunday School teachers and Children's Chapel leaders
- Connect with parents and reflect their needs back to the team
- Collaborate in leading special events for kids and families

## What gifts are best?

This team is great for people who have a desire to shape how we teach our children here at All Souls. If you have good administrative skills, love hanging around kids, and have worked with kids before, you can contribute to our collective knowledge in teaching children.

# PROPERTY

Work with the Parish Administrator to maintain safety of the All Souls Campus and to maintain the church building and grounds in a way that fits our resources and budget.

## Responsibilities

- Available to do small and big jobs maintaining the church building in carpentry, plumbing, electrical, or other projects.
- Available for occasional work maintaining the grounds with specific weeding, trimming of greenery, and other garden projects.
- Running errands to pick up building supplies.
- Available for ongoing seasonal tasks as needed.
- Requires sometimes working under pressure as some projects require a quick fix!

## What gifts are best?

If you are handy around the house with small projects and fixtures, and if you enjoy working with your hands, this might also be a good fit!

# PARISH LIFE

To build community by creating opportunities—such as parish-wide meals and other fun activities—for parishioners to connect with each other and come closer to God.

## Responsibilities

- Help plan events
- Set-up and clean-up after events
- Help recruit other volunteers for events
- Help communicate to other committees regarding planned Parish Life events

## What gifts are best?

This team is best suited for someone who has a can-do attitude, and who enjoys planning and serving. A good sense of humor is very helpful for this team, as well as a desire and ability to create fun!



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[www.allsoulsparish.org](http://www.allsoulsparish.org)