

Isle of Faith

Personal Ministry Guidebook

ISLE OF FAITH UMC
1821 SAN PABLO RD
JACKSONVILLE, FL 32224
904-221-1700
WWW.IOFUMC.ORG

**Fulfilling God's Calling
In My Life
To Serve Others**



"Here am I. Send me!"

Isaiah 6:8b

"There are different kinds of gifts, but the same Spirit. There are different kinds of service, but the same Lord."

1 Corinthians 12:4,5

"From him the whole body, joined and held together by every supporting ligament, grows and builds itself up in love, as each part does its work."

Ephesians 4:16

"Know the joy of serving by living a life of service."

May 2014

FACILITIES

This ministry provides assistance in maintaining the church building and grounds, and also helps with special events.

Gardener

This personal ministry is for people who enjoy working outside to prune plants, plant annuals, weed beds, water, and beautify the grounds as needed.

Window Cleaner

This personal ministry is for people who are able to work around room usage schedules to clean windows monthly.

Artistic Painters

This personal ministry is for those who have the ability to see a picture and free hand paint it onto cutouts, etc. (for special events)

DISASTER RECOVERY

This ministry is responsible for developing a program for IOF to protect our facilities and develop contingency plans if facilities become unusable.

Personal ministry involvement for this team could include: Being part of a phone chain, filling transportation needs as able, helping members however possible, being part of the recovery effort to restore facilities.

FIRST IMPRESSIONS (Continued)

Usher Ministry

Ushers

Hand out bulletins, guide seating, oversee the acolyte, guide communion lines, conduct the offering during Sunday Worship Services.

Hand out bulletins and hymnals, and guide seating during the monthly Traditional Worship Service (third Sunday of each month at 6 p.m.).

Guide seating and hand out memorial pamphlets during funerals/memorial services.

Be attentive to congregants' needs during all services.

Meet periodically with worship leaders.

Acolyte Coordinator

This person will partner with the Director of Children's ministry in identifying and contacting potential acolytes, organizing the acolyte schedule, making sure parents have contact information each month and planning acolyte celebrations. (This is a school year commitment.)

***Contribute to the needs of the saints
and seek to show hospitality.***

Romans 12:13

WORSHIP

This ministry works in teams to create inspirational worship experiences through music, drama, and technical media.

Worship Ministries

Choir Member

The choir leads worship through special numbers and other presentations throughout the year. (Prior experience or the ability to read music is not required.)

Praise Team Member

Singers and band members lead worship at services and special events.

Videographer (On rotation with video team)

These team members will videotape church events, ministry events, messages, etc., to be used during ministry and mission moments on Sunday mornings. This may also include live feeds on the large screens of special performances or children's moments. Experience in photography/videography is preferred. (detail oriented)

Projectionist (On rotation with other projectionists)

These team members facilitate worship by operating the projection system during worship services and special events. Some computer skills and a good sense of timing are helpful. (Sunday Morning Services at 9 a.m. and 10:30 a.m.; Wednesday Connect Service at 6:45 p.m.)

ADVERTISING/MEDIA

This ministry provides the community with information and schedules of Isle of Faith's Worship Services and special events.

Publicity/Press Releases

This person would receive information from ministries and deliver (electronically) descriptions of major IOF events and programs to area media (radio, newspapers, Internet bulletin boards, etc.).

Outdoor Sign

This person would change the wording on both sides of the outdoor sign each Tuesday.

Outdoor Fence

Using a pattern, this person would use "cups" to make messages in our chain link fence as needed.

ADMINISTRATION

This ministry provides help with clerical and administrative duties necessary for the operation of the church.

Assist with miscellaneous office tasks

Tasks are assigned according to the volunteer's skills and availability. Tasks may include:

Typing

Creating spreadsheets

Updating data bases

Answering the phone or making phone calls

Researching

Mail outs, etc.

MISSIONS (Continued)

National and Global Missions

Isle of faith supports national and global missions through resources, generosity, and service.

IOF Ruth Circle Projects

The Ruth Circle women's group works on numerous projects throughout the year to help support various missions.

UMCOR (United Methodist Committee On Relief)

Disaster relief is provided through UMCOR, one of the top rated and most trusted international relief agencies. IOF provides donations of money, food, water, and special survival kits during disasters like hurricanes, etc.

Dominican Republic Medical Mission

Through Medical Ministry International, Isle of Faith helps send a team of doctors, nurses, and assistants to the Dominican Republic each summer to provide medical care to those who otherwise go without. They share the gospel through word, grace, and service. Team members may choose one or two week trips.

Cuba Sister Church in Punta Brava

Through prayer, supplies, mission trips, and financing, Isle of Faith helps support a sister church in Havana, Cuba.

Tiny Hope Orphanage, Jamaica

Isle of Faith is working to provide a fresh water source for Tiny Hope. There are also mission trips to go and pray for, work on, and build the actual orphanage; as well as love the children who live there.

WORSHIP (Continued)

Video Tech (2-3 hours per week)

Edit raw video taken during worship service (Sunday Morning Worship and monthly Traditional worship service).

Produce full-service videos and message videos from each service (Up to 3 per week).

Use Sony Vegas on Sanctuary computer to prepare files.

Create archive DVDs from Service videos.

Computer skills and video editing experience beneficial. (detail oriented)

Drama Leader & Team Members

Looking for individuals interested in building an adult drama team that would prepare thought-provoking sketches from real life situations to be presented in selected worship services.

Set Design

At various times of the year, we hold special services or events that require the design and building of scenery, sets, and backdrops.

Connect Musicians

We have a rotating team of musicians and vocalists that leads worship during our Wednesday evening Connect Service.

FAMILY MINISTRIES

Encompassing ministry for the entire church family, the Family Ministry Team exists to make disciples who make disciples, both young and old. Background checks required to work with children/youth.

Children's Ministries:

Small Group Leaders

First & Second Service - Pre-K

First Service - K—5th grade (Large group)

Second Service - K/1, 2/3, 4/5 (Small groups)

Weekly commitment: (all and/or)

Sunday: 9 a.m. and 10:30 a.m.; Wednesday: 6:00 p.m.

The main focus of this personal ministry is to build relationships with children and their parents, leading them in their own relationships with Christ, and encouraging the parents in their role as spiritual leaders in their homes. Small group leaders prepare a weekly lesson using Orange Curriculum.

Classroom Assistants

The responsibility of this personal ministry is to show love and acceptance to the children and parents, and to help the small group leaders in the classrooms.

Set Design

Monthly set build and prop gathering.

Children's Choir Leader and Assistant

This personal ministry is geared towards helping the children learn songs and movements for various celebrations throughout the year.

Craft Helpers

Assist in preparing the crafts to be used at special events.

MISSIONS (Continued)

Local Missions (Continued)

Mission House

Isle of Faith teams prepare and serve dinner at the Mission House Soup Kitchen in Jax Beach on the 4th Friday of the month. IOF also prepares and serves lunch on the 2nd Sunday in even numbered months.

Light of the World

Isle of Faith provides food, clothing, other necessities, and friendships to the homeless through donations, picnic gatherings, and relationships.

Florida United Methodist Children's Home

There is a need for a local church representative to be an advocate and ambassador assisting in communicating the needs and services of the Children's Home.

There is also a need for a team of people to work with the representative in an effort to promote a greater awareness at Isle of Faith of the FUMCH mission; encouraging involvement in widening our efforts to also participate in the mission through new opportunities.

"It makes us thankful that people are willing to come together to use their gifts to live out Matthew 25:31-46 and take care of those that get overlooked and pushed aside "

- Harry & Shelly Divido, Light of the World

MISSIONS (Continued)

Local Missions (Continued)

Beaches Habitat For Humanity

Isle of Faith partners with Beaches Habitat for Humanity to build affordable housing in the Jacksonville Beaches area. (You can help build homes by making a donation of your gifts and/or time.)

Blood Alliance Bloodmobile

Isle of Faith hosts the bloodmobile four times per year.

Food Certificates

Isle of Faith provides \$5 gift cards for food items to help with temporary food assistance until an individual can meet with an agency for more assistance. Any donation to this fund would be helpful.

Hodges Cluster Homes

A group from Isle of Faith visits with the severely disabled residents of Hodges Cluster Homes on the 2nd Saturday of each month at 9:30 a.m. They sing, share Bible stories and give hugs. All salty servants welcome.

Meals On Wheels

Isle of Faith has several teams of people who deliver prepared meals to shut-ins at lunch time through Meals on Wheels. Teams deliver one day per week or alternating weeks.

FAMILY MINISTRIES (Continued)

IOFX Youth Ministries:

Youth Leaders

Second Service - Small Groups (grades 6-12)
Sunday Night- Large Group (grades 6-12)
Weekly commitment: (all and/or)
Sunday: 10:30 a.m., 4:30 - 7:30 p.m.

Youth leaders are adults who speak into the lives of the youth of IOF leading high school and middle school students in building authentic relationships with Christ. Leaders are involved in facilitating discussions in small group time, and acting as guides during large group gatherings of worship, discussions, and games.

Drivers

From time-to-time the youth group goes offsite for events and sometimes the need for additional drivers arises. (good driving record - but no CDL needed - if driving the church bus)

Dinner Team

Planning, cooking, serving, and cleaning up after meals on Sunday evenings for the youth.

“Watching these kids grow in their relationship with Jesus is one of the most rewarding things I have ever done.”

FAMILY MINISTRIES (Continued)

Adult Ministries

Small Group Leaders

Lead a small group in Bible study, prayer, and fellowship in your home or at the church. (Meeting times vary depending on personal schedules.)

Milestone Wall Team

Compile and/or update milestone events to be posted on our new Milestone Wall (anniversaries, birthdays, spiritual events etc.).

Seniors' Ministry

Be on a communication/encouragement team to organize a New Seniors' Group.

Help plan and coordinate special events for seniors.

Help coordinate and/or provide transportation for seniors who need a ride.

Identify and organize ministry opportunities.

Prayer Team

The Prayer Team members gather in prayer for Isle of Faith, the community, the nation, and the world. The Prayer Team meets regularly before each worship service and also on Tuesday morning (men) and Wednesday morning (women).

MISSIONS

Isle of Faith encourages everyone to live a life of generosity.

Using our time, talents and treasure, Isle of Faith supports local, national and global missions to meet the needs of our neighbors both here and throughout the world.

Local Missions

Acts 2-4

Emergency one-time (within 12 month period) financial assistance for Isle of Faith family members in need. (rent, utilities, gas money, prescriptions, etc.). Church members donate money to this fund, which is distributed on an "as needed" basis determined by the pastor and church staff. You can donate to this fund one time or sign up to be a regular partner.

Adopt A Road

Isle of Faith has adopted San Pablo road from Atlantic Blvd to Osprey Pointe as part of the "clean it up, green it up" campaign. Teams of volunteers wear reflective vests and pick up trash along the roadway.

Coordinator is responsible for scheduling volunteer groups and reporting hours served on the city's website.

Beaches Emergency Assistance Ministry

BEAM assists beaches and intracoastal residences by providing emergency food, school supplies, and tax preparation assistance. People can participate by donating non-perishable food and/or school supplies (BEAM Barrel in Fellowship Hall) or by taking items to the BEAM office.

COMMUNITY OUTREACH (Continued)

My Friend's House

This ministry reaches out to the community by providing families with a place to come cool off and have fun from Memorial Day to Labor Day. Water slides, shave ice, food, and fun give us a great opportunity to interact with visitors and share the love of Christ. My Friend's House also promotes Fresh Water Missions, helping those in need of drinking water.

Personal Ministry opportunities include:

Making shave ice and working in the Airstream.

Monitoring the water slides.

Setting up and taking down the water slides.

Assisting with registration.

Helping during special events.

Talking with people about Fresh Water Missions.

Talking with visitors, giving them a warm welcome, and sharing the love of Christ.

Helping maintain the grounds of My Friend's House.

“The COOLEST thing about helping with My Friend's House was the number of children from VBS who remembered me! That was really awesome.”

CHILD DEVELOPMENT CENTER (CDC)

The Child Development Center is a ministry of the church that provides infant through elementary age childcare Monday through Friday from 6:30 a.m. – 6:00 p.m. Classes are full-day, part-time, before and after school, and summer camp.

Adopt a CDC classroom

Adopt a CDC classroom by yourself, with your group, or by joining an existing group.

Pray for the children in your adopted class.

Recognize birthdays and special events.

Read stories and help with crafts.

Read stories

Read stories to children in their classrooms mornings or late afternoon. (Day of week and time of day are flexible.)

Develop and facilitate art projects

Work with the Director to develop and facilitate art projects for the children. The volunteers provide a supply list for the projects and the director would obtain and provide all materials and schedule time with the class.

“The children get so excited and know that they're so loved when we get visited by the IOF members who have adopted our classroom. I really can't say enough about how great this program is.”

-Ms. Lori (Red Room)

COMMUNITY OUTREACH

This ministry plans events that reach out to the community and facilitates an invitation to worship.

The Pumpkin Patch (October)

IOF's largest outreach effort, drawing thousands of people throughout the month of October.

Assist with decorating/setup of The Pumpkin Patch (September).

Assist with unloading hay and pumpkins (September/October, when delivered).

Assist with lifting pumpkins into vehicles, rotating pumpkins, removing rotten pumpkins, and cleaning up as needed.

Host the Pumpkin Patch, welcoming visitors to our church (usually 3 hour shifts).

Assist with field trips during the Pumpkin Patch.

Assist with end of day closing and counting contributions.

Assist with clean up after the Pumpkin Patch.

Assist with special events.

Paint wood cutouts/displays for photo opportunities during the Pumpkin Patch. You will need the ability to see pictures and free hand paint them onto cutouts (August/September flexible hours).

Help with other artistic painting opportunities as needed.

COMMUNITY OUTREACH (Continued)

Special Events

There are a variety of personal ministry opportunities to assist with special events throughout the year. A few of these events are listed below. Make sure to check IOF's website and handouts for upcoming events.

Palm Sunday Festival (April)

BBQ Bash (May)

Vacation Bible School (June)

Car Show/BBQ (October)

Craft Fair (October)

Fall Festival (October)

Pumpkin Bowl (October)

Trunk or Treat (October)

Food Packaging Events (throughout year)

"I love working with the kids during VBS. It's an all out team effort to bring the story and love of Jesus into the lives of children. They are so full of excitement it's a breath of fresh air. Who wouldn't want to be a part of that?"