

Raleigh Moravian Church - Volunteer Roles

WORSHIP/Fellowship

Lay Reader: Read the scripture readings from the pulpit during worship. The readings will be provided to you early in the week. Meet with pastoral staff immediately before worship in the choir room for prayer and any special instructions. Frequency is quarterly to bi-annually.

Greeter: Arrive 30 minutes before worship.

Obtain and wear a name tag. Smile, shake hands, make eye contact with, and verbally greet people who enter the church or sanctuary. Introduce yourself to people you do not know. Introduce visitors to other members. Direct newcomers to the nursery, restrooms, or other locations, and answer questions. Connect visitors with members as escorts to coffee hour.

Usher: Arrive 30 minutes before worship.

Before Service: Hand out bulletins and seat people as necessary. Recruit volunteers from seating on left and right to assist with offering, if needed.

During service: Seat latecomers during hymns. Shut doors to the Narthex after the Children's message. Take attendance - count everyone in the sanctuary, including choir, musicians, pastors. Count everyone in nurseries, including adult volunteers. After 11:00 service, place completed attendance sheet in Secretary's mailbox. Take offering - two ushers do center pews first, then left and right pews with volunteers previously recruited, ushers do perimeter pews. During the last stanza of the closing hymn, open the Narthex doors.

Fellowship Hour Host: Prepare coffee, lemonade, and finger foods for worship attendees to enjoy after the service. Volunteer needs to arrive before worship to set-up and stay through the conclusion of Fellowship Hour. Frequency is quarterly to bi-annually.

Sound System: Monitor and adjust the sanctuary sound system during the worship service. Volunteer needs to arrive a few minutes before worship to check microphones and stay through the conclusion of the worship service. Frequency is monthly to quarterly.

Sanctuary Flowers: Provide flowers for the sanctuary. You may order flowers from a florist or make your own arrangement. The church secretary will contact you early in the week with florist information and to get special dedication/wording for the bulletin. Sign up on calendar in fellowship hall.

CHILDCARE

Sunday School - Infant Nursery: Provide care for children in the infant nursery, ages ranging from birth to approximately 18 months. Change diapers and supervise play in the nursery room. Attendance ranges from 1 to 5 infants and toddlers. Two adults are required and both need to complete the Safe Sanctuary volunteer training. Volunteer needs to arrive ~9:45 and stay until all children are picked up and signed out by parents or guardians after Sunday School concludes at 10:30 am. Frequency is monthly to quarterly.

Worship - Infant Nursery: Provide care for children in the infant nursery, ages ranging from birth to approximately 18 months. Change diapers and supervise play in the nursery room. Attendance ranges from 1 to 5 infants and toddlers. Two adults are required and both need to complete the Safe Sanctuary volunteer training. Volunteer needs to arrive ~10:45 and stay until all children are picked up and signed out by parents or guardians. Frequency is monthly to quarterly.

Worship - Preschool Nursery: Provide care for children in the preschool-age nursery, ages ranging from approximately 18 months to 5 years. Serve snacks, assist with bathroom visits, and supervise play in the room and on the playground. Attendance ranges from 1 to 10 children. Two adults are required and both need to complete the Safe Sanctuary volunteer training. Volunteer needs to arrive ~10:45 and stay until all children are picked up and signed out by parents or guardians. Frequency is monthly to quarterly.

SUNDAY SCHOOL

Preschool - 1st Grade Teacher: Facilitate a hands-on lesson for children ages ~3-6 years. The lessons and all required materials are prepared and provided by DCE, Jami Vandock. No additional teacher preparation is required. Two teachers are present each week and need to arrive ~9:45am. All teachers are required to complete the Safe Sanctuary volunteer training.

2nd - 5th Grade Teacher: Facilitate a hands-on lesson for children ages ~6-11. The lessons and all required materials are prepared and provided by DCE, Jami Vandock. No additional teacher preparation is required. Two teachers are present each week and need to arrive ~9:45am. All teachers are required to complete the Safe Sanctuary volunteer training.

Jr. High Teacher (only meets 2 weeks per month): Facilitate a discussion-based lesson for 6th-8th graders in a small group setting. Advanced preparation of the lesson is required, but DCE Jami Vandock will provide the materials. Two teachers are present each week and need to arrive ~9:45am. All teachers are required to complete the Safe Sanctuary volunteer training.

Adult Teacher: If you would like to lead or assist in teaching adult Sunday school, contact Barbara Styers at Barbara@raleighmoravian.org. There are opportunities to lead classes based on prepared study materials, book discussions, or you may teach a class based on your interest/expertise.