

Altar Guild

Goal: to enhance worship through beauty in the sanctuary

Responsibilities

1. Set the altar with flowers, fill candles and occasionally change the altar colors
2. Plan to complete the process on Friday afternoon or evening or Saturday at the latest
3. Flowers are delivered by a florist
4. At the conclusion of the 10:00 AM service, obtain the flowers from the altar and wrap them for their donor or for delivery to a shut in
5. To preserve the brass flower holders, wear the provided white gloves
6. Fill the candles for the following Sunday service
7. Assist with special services if available
8. Each team of two serve one Sunday/ month
9. Training is provided for all aspects of these responsibilities

Communion Servers

Goal: to participate in serving communion elements to the congregation on the first or third Sundays

Responsibilities

1. Sit on an aisle seat.
2. When prompted by the Pastor, come forward to obtain the communion elements of either the bread or juice
3. If serving the bread, obtain a plastic glove for the service hand
4. Stand beside a server who holds the opposite of what you are serving.
5. Stand on the inside for the congregant to receive the bread first
6. If you are serving the bread, say "This is the body of Christ, given for you".
7. If you are serving the juice, say "This is the blood of Christ, given for you".
8. If members of the congregation cannot come forward to receive the communion elements, go to them in the congregation using the same language distributing the elements.

Return to the front of the church to distribute the elements to the servers and to place the elements on the communion table.

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Food Hosts

Goal: to provide a welcoming place for people to gather to meet new and old guests and enjoy each other's company.

Responsibilities

1. Purchase snacks of cookies, fruit, or whatever you choose. CUMC is a nut free environment.
2. Drinks, cups and plates are available in the kitchen beside the sanctuary.
3. Provide snacks after the 8:30 AM and 10:00 AM services
4. Set up snacks by 9:00 am; refill the table at 10:50 if necessary
5. Assure water is in the coffee maker
6. Clear the table at 11:30 AM
7. Remove trash from the snack area, near the coffee make and kitchen
8. Put the trash in the parking lot dumpster or take home

Church Greeter

Goal: to welcome church members and visitors demonstrating being hospitable and a vibrant intergenerational church community

Responsibilities

1. Greeters welcome everyone with a smile prior to worship and events
2. Plan to arrive 30 minutes prior to the service or event
3. Obtain name badge on table on office level
4. Greeters are at the front and side entrances of the 8:30 AM and 10 AM services
5. Greeters at side entrance obtain the elevator for those who might need it
6. If needed, provide guests with directions
7. If you do not know the guest's name, introduce yourself and urge them to do the same

Mission Committee

Goal: To guide the congregation to spread the gospel message of God's love through witness and service in the community and the world. Plan for mission service opportunities for all ages and all stages of faith so that people live as Christian disciples transforming the world.

Responsibilities

1. To serve the community, local, national and international Christina missionary organization
2. Evaluate missionary organization needing support to assure that they proclaim the Word of Jesus Christ
3. CUMC currently helps to support three missionaries and actively participates in 14 mission projects
4. Meet 2-3 times per year

Music at CUMC

Goal: To provide musical leadership during worship services by supporting congregational singing and providing inspirational anthems of prayer, praise, and devotion.

The Chancel Choir: The Chancel Choir sings at the 10:00 am service from September through early June. In addition to Sunday services, the Chancel Choir also sings at evening services, including Thanksgiving, Christmas, Ash Wednesday, and Maundy Thursday. The Chancel Choir rehearses every Thursday evening from 7:30 pm to 9:00 pm during the choir season.

The Children's Choir: The Children's Choir sings during the 10:00 am service several times a year. They rehearse following the Sunday School hour for about 30 minutes.

CUMC Stream Team

Goal: To share the worship service on YouTube with those unable to attend in person - for whatever reason - wherever they are - whenever they choose.

The CUMC Stream Team: Each week during the 10:00 am service, two members of the Stream Team sit in the Balcony and operate the controls to produce the church's "live stream."

Each week the team will study the bulletin and decide on appropriate "shots" to use. They will also prepare "overlays" of hymns, scriptures, and titles to assist viewers in following the service. Modern High Definition cameras and sophisticated Computer switching equipment make it surprisingly easy to put a polished video on the internet.

The Stream Team was formed in response to the pandemic. None of the current team members had a background in TV production before we started. New members are paired with veterans for training.

On an average Sunday, the stream receives about 20 views in real time and approximately 80 more throughout the week.

Small Study Groups

Goal: to understand the meaning of Scripture, apply it to our lives and gain spiritual growth through God

Bible Study

1. Every Wednesday during the school year at 7 pm.
2. Group meetings include discussion of the week's study, prayer requests and occasional special projects; e.g., prepare VBS supplies for Guatemala mission teams.
3. Examples of studies: various topics and books of the Bible from the Intervarsity Press LifeGuide Bible Studies series.

Small Group Bible Study

1. Variety of day and night time options as stated in the weekly bulletin
2. Group meetings include in depth study of scripture verses and their application to personal lives. Discussions about their impact on daily lives and applications for future life events.

Adult Sunday School

1. Meet at 10 am on Sunday mornings
2. Led by a trained leader

Studies vary; e.g., The Third Day, Reckless, Courage

Sunday School Teachers

Goal: To teach children (aged preschool through high school) about the love of God through Bible lessons in a safe and friendly environment. During a typical lesson, we play games, watch a video, read a Bible story, and discuss how we can apply its lesson to our lives at school and home.

Responsibilities:

1. Volunteers have a desire to share the message of God's love with our children
2. Volunteers work as a team to create an experience for children through a planned curriculum that will teach, nurture and help the children to develop as part of a Christian community
3. Prepare in advance for the scheduled Sunday
4. Arrive by 9:45 AM to prepare the classroom
5. Interact with the children's parents
6. You may provide a snack. Craft supplies and items for activities are available at church.

Complete an online training, for those who work with children.

Thrive Thursday

Goal: A monthly gathering of family and friends that focuses on fellowship, connection, and worship and share a meal together. Invite family and friends to join us.

Responsibilities:

1. Meet on the third Thursday of the month in Oct – Nov, and Jan – April at 5:30 PM
2. In preparation for the evening, helpers set up tables, chairs, and tablecloths from 4:00 – 5:30 PM.
3. Helpers set out the food at 5:30.
4. Dinner is served from 5:30 - 6:15 PM and the praise and worship time begins at 6:15 – 7:00 PM.
5. Share in a meal together, get to know each other, sing praise songs, listen to a message from Pastor David which is followed by a discussion and prayer time.

Helpers break down and put away tables and chairs, clear food, wash dishes, and sweep the floor from 7:00 – 7:30 PM.

Usher

Goal: to provide guidance during church services to members and visitors

Responsibilities

1. Greet everyone cheerfully
2. Hand out regular and large print bulletins
3. Assist people to find seats
4. Respond to the requests, needs and questions of those attending
5. Collect offerings and tithes
6. After the collection, secure the offerings and tithes
7. Assist with Holy Communion procedures to guide those taking communion
8. Take attendance and record it on the appropriate document
9. Remove signed registration page from booklet at close of service. Give to person at the Welcome Center.

After the service, collect bulletins left in the pews.

Warm Welcome Lunch

Goal: to express Christian love to the homeless and needy in our community through a free weekly luncheon on Wednesdays.

Responsibilities

1. Become part of our welcome to our guests.
2. Head cook: plan weekly meals, order food and supervise the kitchen crew
3. Shoppers: receive the food order, purchase items, deliver them prior to Wednesday
4. Kitchen crew: prepare the main dishes and desserts under the direction of the Head Cook
5. Servers: arrive at 10:45 to set up the tables and chairs and serve food and drinks to our guests 11:30 AM – 1:00 PM
6. Clean-up crew: arrive at 12:30 PM to help wash and clean items used in food preparation; clean table tops.

We Care (Funeral Luncheons)

Goal: To provide a reception for loved ones to gather over a meal to honor a family member's life in sharing remembrances

Responsibilities:

1. Under the guidance of the We Care Coordinator, offer time and talent to prepare and clean the church location and serve a luncheon for the deceases' family and friends
2. Volunteers work as a team to create a welcoming environment for the family and friends
3. Sign up to assist in setting up the room, assemble food as needed or assist to return the room to its original set up
4. Arrive at assigned time to prepare in the volunteer role
5. During food preparation or food serving, wear appropriate gear to protect against the spread of germs
6. If the family brings memorabilia, assist to locate where to display the items
7. If there are leftovers, they will be donated to the Night of Peace homeless shelter.

Welcome Center Hosts

Goal: to provide a welcoming place for new visitors and guests to learn more about Catonsville United Methodist Church.

Responsibilities:

1. Hosts are asked to be at the Welcome Center Table located in the back of the sanctuary before and after the service. By arriving at 9:15, you will be able to greet and answer questions from newcomers that may have attended the 8:30 service and will be ready to welcome visitors for the 10:00 a.m. service. Please remain in the area during the fellowship time to offer greetings and information.
2. Host will try to watch for guests that appear unfamiliar with the church and assist them with directions and answering any questions. If there are children who wish to attend Sunday School, escort them to their classrooms.
3. Be sure to offer information about CUMC and ask newcomers to complete a more detailed information card. Be sure to record further information on the back of the card that will help the follow up team. Record information such as the age of children, do they want information on a baptism, do they wish to join group, etc. These information cards will be collected by a team leader and a follow up letter will be sent to them from the church team.

Women's Groups

Goal: To provide gatherings for fellowship, spiritual growth, prayer, and social outreach

Responsibilities:

1. Under the leadership of a facilitator, plan the calendar for the year
2. Members gather to to create a welcoming environment for prior and new members to share fellowship, wisdom, prayer, and learning spiritual experiences
3. Meetings occur on the basis provided by the individual groups.
4. The women's only setting could be vital to discipleship.
5. Members support other activities in the church such as mission team craft needs, funeral receptions, and community service projects such as volunteering for Warm Welcome Lunch.