



OFFERING OUR GIFTS OF TIME AND TALENT

Name: _____ Date: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____

Address: _____

Email Address: _____

Please assist the church by completing this "Time and Talent Survey". Each member of your household is asked to fill out the survey. You may request additional copies from the church office or print them from our web site at www.northcomochurch.org Thank you!

Times generally available:

- Weekday mornings
- Weekday afternoons
- Weekday evenings
- Weekends

Type of service prefer:

- Short Term Projects
- Longer Term Service
- Periodic Projects

The data you provide will be entered into the NCPC computer system. As skills or volunteers are needed, categories or activities will be retrieved. Perhaps some of the items you mark will never be called forth: should this be the case, please know that your willingness is still greatly appreciated. You never know when the church will be in need of the items you checked!

Special Skills or Areas of Expertise/Interest

- | | | |
|--|---|--|
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Plumbing | <input type="checkbox"/> Electrical |
| <input type="checkbox"/> Painting | <input type="checkbox"/> Mechanics | <input type="checkbox"/> Cleaning |
| <input type="checkbox"/> Lawn /Yard Care | <input type="checkbox"/> Landscaping | <input type="checkbox"/> Culinary Skills |
| <input type="checkbox"/> Investments | <input type="checkbox"/> Accounting | <input type="checkbox"/> Bookkeeping |
| <input type="checkbox"/> Real Estate | <input type="checkbox"/> Legal Expertise | <input type="checkbox"/> Artist/Illustrator |
| <input type="checkbox"/> Writing | <input type="checkbox"/> Publishing | <input type="checkbox"/> Calligraphy |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Communication Skills | <input type="checkbox"/> Technical/Sound/Lighting etc. |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Research | <input type="checkbox"/> Computer Skills/Programmer |
| <input type="checkbox"/> Theater | <input type="checkbox"/> Set Design | <input type="checkbox"/> Sewing/Needlecrafts |
| <input type="checkbox"/> Health Care Expertise | <input type="checkbox"/> Social Service Expertise | <input type="checkbox"/> Web Design/Programmer |
| <input type="checkbox"/> Other: _____ | | |

FELLOWSHIP OPPORTUNITIES

Please check the fellowship opportunities that you are interested in learning more about.

- | | |
|---|---|
| <input type="checkbox"/> Small Group Gatherings | <input type="checkbox"/> Weekend Camping |
| <input type="checkbox"/> Women's Circle Bible Study | <input type="checkbox"/> North Como Quilters |
| <input type="checkbox"/> Women's Reading Group | <input type="checkbox"/> Young Adults Fellowship |
| <input type="checkbox"/> Women's Retreat | <input type="checkbox"/> Baby Boomers/Spectrum Fellowship |
| <input type="checkbox"/> Men's Retreat | <input type="checkbox"/> Parenting With Love & Logic |
| <input type="checkbox"/> Men's Breakfast Group | <input type="checkbox"/> Other _____ |

OPPORTUNITIES TO GROW SPIRITUALLY & SERVE OTHERS

You may contact the church office for additional information on any of these opportunities.

SERVICE OPPORTUNITIES

Please check the spiritual growth opportunities listed below you are currently participating in or may be interested in participating in.

Elected Offices

- Elder; 3 year term
- Nominating Committee; 1 year term
- Audit Committee; 1 year term

Church Committees and Teams

- | | |
|---|--|
| <input type="checkbox"/> Celebration & Worship | <input type="checkbox"/> Stewardship |
| <input type="checkbox"/> Church & Society | <input type="checkbox"/> Preschool Board |
| <input type="checkbox"/> Congregational Care | <input type="checkbox"/> Budget Development Team |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Communications Team |
| <input type="checkbox"/> Education & Nurture | <input type="checkbox"/> Environmental Team |
| <input type="checkbox"/> Membership & Growth | <input type="checkbox"/> Lead/Serve on Special Task Forces |
| <input type="checkbox"/> Personnel | |
| <input type="checkbox"/> Tell Me More About _____ | |

Outreach

- | | |
|---|--|
| <input type="checkbox"/> Meals on Wheels Driver or Sub | <input type="checkbox"/> House of Faith Toy Collection |
| <input type="checkbox"/> Blood Drive | <input type="checkbox"/> Holy Hammers; <i>Habitat for Humanity</i> |
| <input type="checkbox"/> Special Christmas Projects | <input type="checkbox"/> State Fair Parking |
| <input type="checkbox"/> Food Shelf | <input type="checkbox"/> CROP Walk |
| <input type="checkbox"/> Holiday Alternative Market; <i>Assist with artisan store sale</i> | |
| <input type="checkbox"/> SPAM; <i>Service Projects and More! One weekend per year participate in variety of service opportunities in Metro area such as Feed My Starving Children, People Serving People, Crisis Nursery etc.</i> | |

Educational Opportunities for All Ages

• Nursery

- Backup/Overload Assistance; *People the nursery staff can contact if the adult to child ratio is too large.*

• Church School

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|---|--|
| <input type="checkbox"/> Teacher | <input type="checkbox"/> Children's Worship Bags |
| <input type="checkbox"/> Substitute Teacher | <input type="checkbox"/> Large Group Activity Helper |
| <input type="checkbox"/> Children's Music | |

• Youth Ministry

- | | |
|--|---|
| <input type="checkbox"/> Weekly events | <input type="checkbox"/> Drive Youth to/from Events |
| <input type="checkbox"/> Monthly events | <input type="checkbox"/> Retreats and Overnights |
| <input type="checkbox"/> Quarterly/Annual Events | <input type="checkbox"/> Youth Ministry Leader |

• Adult Education

- | | |
|--|--|
| <input type="checkbox"/> Teacher/Presenter | <input type="checkbox"/> Assist in Organizing Speakers |
| <input type="checkbox"/> Service on Adult Education Task Force | <input type="checkbox"/> Leaders/Facilitators |

• Special Events/Needs

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|--|--|
| <input type="checkbox"/> Advent Festival Coordinator | <input type="checkbox"/> Event Set Up |
| <input type="checkbox"/> Super Sundae Sunday Coordinator | <input type="checkbox"/> Pumpkin Patch Volunteer |
| <input type="checkbox"/> Puppet Ministry | <input type="checkbox"/> Confirmation Mentor |
| <input type="checkbox"/> Women's Retreat Coordinator | |

Worship

- Worship Leader; *Reader/worship leader during services on periodic basis*
- Communion Coordinator; *Prepare bread and wine for communion & clean up after worship*
- Liturgical Art; *Help transform the Sanctuary and Atrium for different seasons with artistic displays*
- Sound Board; *Training available for people willing to help run the sound board for services*
- Usher; *Hand out bulletins and take collection etc.—can be short or long term commitment*
- Gallery of Gifts Coordinator; *Arrange for artists to display art during the year*

Music Ministry

- **Opportunities to participate in musical groups:**
 - Sanctuary Choirs: *7:30 PM Wednesdays. Meets weekly to rehearse for Sunday worship and special program*
 - Prime Chimers Bell Team: *6:30 PM Mondays. Plays a variety of music for services periodically*
 - Comosso Ensemble: *6:45 PM Wednesdays. Chamber orchestra provides instrumental music for services*
- **Other opportunities for involvement:**
 - Music Librarian; *Help to sort and file music about 30-60 minutes weekly September – May*
 - Substitute Accompanist; *Back up pianist for rehearsals and services throughout the year*
 - Music Ministry Hospitality; *Provide hospitality during extended rehearsals & host appreciation dinners*
 - Children's Music Helper; *Helps with rehearsals and performances throughout the year*
 - Summer Theatre; *Actors, costume makers, lighting techs, pit musicians etc.*

Care of the Congregation

- Care Community Coordinators; *(18 coordinators needed) Contact with an assigned number of church members*
- Transportation Coordinator; *Provide rides to church services or obtain volunteers to do this*
- Flower Coordinator; *Order Sunday flowers, contact person contributing flowers, call florist to order & thank donor*
- Flower Distributer; *Prepare flowers for distribution to ill or shut-in persons following worship*
- Flower Deliverers; *Deliver flowers on Sundays after church and at Easter and Christmas*
- Coffee & Punch Coordinator; *Prepare coffee and punch weekly for Fellowship hour after worship*
- Greeter Coordinator; *Arrange for hosts to greet members and guests at front and back doors for each service*
- Stephen Ministers; *Trained volunteers who provide one on one care giving*

Office Help

- Wednesday Evening Host; *6-8 P.M. during program year—greet and direct people to events at the front door*
- Collators; *Help assemble newsletters*
- Mailing Assistants; *Help stuff envelopes, apply labels etc. during busy times*
- Ushers and Sound Board Techs for Funerals & Weddings; *Periodic—approximately 1 ½ hours*
- Log Worship Attendance; *1 hour weekly*
- Office Assistant; *Cover office when staff office assistant is on vacation—greet, answer phones & door etc.*
- Change Outdoor Sign; *Change sign on Larpenteur giving information about the church, sermon titles etc.*
- Web Skills; *Design and maintenance of church web site*

Finance

- **Computer Skills:**
 - Data Entry
 - Expertise in Microsoft Office
 - Computer Programming Skills
 - Microsoft Windows;
(Familiar with networking software)
- **Other Financial Skills:**
 - Legal Expertise
 - General Accounting skills
 - Offering Counters; *need good eye for numbers*
 - Investment Expertise
 - Endowment and Planned Gifts Expertise
 - Auditing skills

Buildings & Grounds

• **Special Expertise to Share:**

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Boiler Engineer; <i>Will pay for training/license</i> | <input type="checkbox"/> Carpentry |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Mechanical |
| <input type="checkbox"/> Painting/staining/varnishing | <input type="checkbox"/> Plumbing |
| <input type="checkbox"/> Woodworking | <input type="checkbox"/> Other _____ |

• **Outdoor Projects:**

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|---|---|
| <input type="checkbox"/> Lawn Care; <i>Mow, trim, fertilize, and/or water</i> | <input type="checkbox"/> Landscaping Care; <i>Plant, water, and/or weed</i> |
| <input type="checkbox"/> Snow Shoveling | <input type="checkbox"/> Maintain Outdoor Equipment |

• **Indoor Maintenance/Projects:**

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|--|--|
| <input type="checkbox"/> Building Lockup; <i>Weekly or substitute</i> | <input type="checkbox"/> Maintain Janitorial Equipment |
| <input type="checkbox"/> Carpet Cleaning | <input type="checkbox"/> Run kitchen dishwasher |
| <input type="checkbox"/> Replace/recycle florescent bulbs | <input type="checkbox"/> Special Cleaning Projects |
| <input type="checkbox"/> Kitchen Patrol; <i>Periodic cleaning/maintenance in kitchen</i> | |

• **Other:**

- | | |
|--|---|
| <input type="checkbox"/> Organize/maintain building records | <input type="checkbox"/> Building Maintenance; <i>Periodic or on call</i> |
| <input type="checkbox"/> Wednesday Workers; <i>Meet Wednesdays to do whatever needs to be done to maintain/enhance church facility</i> | |

Hospitality

• **Memorial Service Receptions:**

- Reception Coordinator; *Organize/coordinate luncheon or reception following memorial services*
- Volunteer Coordinator; *Find volunteers to help with reception*
- Dessert Coordinator; *Find volunteers to bring bars or cookies for reception*
- Make bars or cookies for memorial receptions and/or other special events.
- Set up; *Set up tables, arrange placemats, silverware etc. on tables*
- Prepare/Serve; *Prepare food and beverages, and serve it during receptions*
- Clean Up
- Run dishwasher

• **Special Events:** *We have a number of events during the year where food is prepared and/or served.*

- | | |
|--|---|
| <input type="checkbox"/> Food Preparation and Serving | <input type="checkbox"/> Willing to bake bars or cookies for events |
| <input type="checkbox"/> Set up | <input type="checkbox"/> Clean up and/or Run dishwasher |
| <input type="checkbox"/> Have experience and/or interest in leading or helping with large scale food preparation | |

COMMENTS/SUGGESTIONS
