



Service

Opportunities
For Members

Awana:

CONTACT: Wayne Sanderford • awana@coppellbible.org

Commander

- Oversees all Awana clubs and reports to the Pastor
- Commitment: 8 hrs/wk-year round

Director

- Direct the activities of age level club and oversees the leaders in that club.
- Develops age appropriate weekly messages.
- Commitment: 2-3 hrs/wk-school yr

Leader

- Ministers to clubbers within his or her care.
- Commitment: 2 hrs/wk-school yr

Game Leader/Director

- Organizes and oversees Game Time.
- Commitment: 2-3 hrs/wk-school yr

Secretary

- Orders supplies, keeps records and other admin responsibilities.
- Commitment: 8 hrs/wk-year round

Store Night Coordinator

- Purchase & keep inventory of store night items.
- Commitment: 2 hrs/wk-seasonal

Asst to Director

- Supports a Club Director by keeping records & supporting Leaders on club nights.
- Commitment: 2 hrs/wk-school yr

Volunteer

- Supports a Leader by helping listen to verses & manage clubbers.
- Commitment: as needed

Snack/Craft Coordinator

- Organizes snacks or crafts for Cubbies.
- Commitment: 1 hr/wk-school yr

Council Time Speaker

- Prepares & delivers an age appropriate council time message to a club.
- Commitment: As requested during the year

Games/Bible Quiz Coordinator

- Promotes & organizes regional Awana events for CBF clubbers
- Commitment: 20 hrs/year

Snacks/Meals Volunteer

- Provides snacks/meals for older clubbers during regular meetings.
- Commitment: As requested during the year

Children:

CONTACT: Jeff Hunt • jeff@coppellbible.org

NURSERY CAREGIVER

- Care for newborns to walker babies. Holding, cuddling, and changing diapers.
- Commitment: 1x month

PRESCHOOL SHEPHERD

- Lead a preschool class (ages toddler-4 yrs). Prepare & present lesson.
- Commitment: 3 wks on, 6 wks off

ELEMENTARY SHEPHERD

- Lead Grades k-5th. Prepare & present lesson.
- Commitment: 3 wks on, 6 wks off

CONNECTOR

- Greet visitors & help fill out forms. Walk families to drop off points.
- Commitment: 1x month

SPECIAL NEEDS BUDDY

- Care for children with special needs.
- Commitment: 3 wks on, 6 wks off

PRESCHOOL WORSHIP LEADER

- Lead a short time of music by using creative videos or musical instruments.
- Commitment: 2 hrs/wk + Sunday mornings

PRE-TEEN SHEPHERD

- Lead Grades 5th-6th. Prepare & present lesson.
- Commitment: 2 hrs/wk + Tuesday evenings

BLAST OFF! PRESENTER/EMCEE

- Lead creative games & teach lesson to elementary children.
- Commitment: 3 wks on, 6 wks off

BLAST OFF! WORSHIP LEADER

- Pick songs & lead music in singing.
- Commitment: 3 wks on, 6 wks off

BLAST OFF! ACTOR

- Help with skits; memorize lines, practice & perform in skits.
- Commitment: 1-2x/month

PUPPETEER / STORY TELLER

- Help with puppets in preschool & elementary.
- Commitment: Sunday mornings

YOUTH HELPERS

- For teenagers 6th -12th grade. This is an opportunity to start serving the body of Christ at a young age.
- Commitment: Sunday mornings.

BLAST OFF! WORSHIP LEADER

- Pick songs & lead music in singing.
- Commitment: 3 wks on, 6 wks off

Financial Peace University:

CONTACT: John Kane • john@coppellbible.org

FPU CLASS FACILITATOR

- Manage & facilitate 13-week video curricular classes.
- Lead small group discussion.
- Commitment: 2 hrs/wk, 2x/yr

First Impressions:

CONTACT: Marla Shubert • marla@coppellbible.org

GREETER

- Welcome guests at front doors to the entry of the worship center.
- Distribute bulletins.
- Commitment: 5 hrs/month/Sundays

USHER

- Assist in seating guests in worship center.
- Receive the offering.
- Commitment: 4 hrs/month/Sundays

INFORMATION DESK

- Provide information & facilitate registrations for classes and connection events.
- Commitment: 4 hrs/month/Sundays

WEEKEND BUILDING SERVICES

- Keep the facility in newness condition, providing a clean environment and removing distractions for our guests.
- Commitment: 4 hrs/month

SECURITY TEAM

- Safety and medical emergency response.
- Monitor hallways during worship service.
- Commitment: 4-6 hrs/month

MEDICAL TEAM

- Ensure that a medical professional is available during services and special events.
- Commitment: 4 hrs/month

COFFEE BAR TEAM MEMBER

- Setup coffee bar & prepare coffee for services, greet and serve guests, break down coffee bar.
- Commitment: 4-6 hrs/quarter

OFFERING COUNTER

- Count, record & prepare offering for deposit.
- Commitment: 4 hrs/month/Sundays

ATTENDANCE COUNTER

- Count & record worship center attendance.
- Commitment: 1 hr/month/Sundays

PRAYER TEAM MEMBER

- Provide prayer support at the end of each worship service.
- Commitment: 2 hrs/month/Sundays

TABLE OF REMEMBRANCE

- Prepare the element for each Table of Remembrance observance (1st Sunday of each quarter).
- Restock TOR supplies as needed.
- Commitment: 6 hrs/year

DECORATING TEAM MEMBER

- Assist with shopping for supplies, set up & take down of seasonal decorations for Christmas, Easter, etc.
- Commitment: 3-4 hrs/season

MOPS:

CONTACT: Sara Hardy • mops@coppellbible.org

MOPS COORDINATOR

- Plan MOPS calendar, schedule speakers, work with leadership team.
- Commitment: 16 hrs/month

MENTOR MOM

- Be the face of experience & wisdom to mothers of preschoolers.
- Lead monthly devotional.
- Commitment: 7 hrs/month

TABLE MENTOR MOM

- Build relationship with small group of mother of preschoolers.
- Commitment: 7 hrs/month

TABLE LEADER

- Facilitate group discussion with small group of mothers of preschoolers.
- Build relationships.
- Commitment: 7 hrs/month

MOPPETS COORDINATOR

- Coordinate childcare workers.
- Ensure excellent love & care for children during MOPS meetings.
- Commitment: 12 hrs/month

CREATIVE ACTIVITIES COORDINATOR

- Plan & lead 4th Friday of the month activities such as craft days, play dates or service projects.
- Commitment: 7-12 hrs/month

FINANCE/REGISTRATION COORDINATOR

- Input and manage MOPS database.
- Register members with MOPS International.
- Commitment: 3 hrs/month

HOSPITALITY COORDINATOR

- Decorate tables for meetings.
- Coordinate brunch rotation; plan special end of year brunch in May.
- Commitment: 10 hrs/month

PUBLICITY COORDINATOR

- Publicize MOPS, send group communication, maintain CBF MOPS Facebook group.
- Commitment: 3 hrs/month

Office:

CONTACT: Marla Shubert • marla@coppellbible.org

OFFICE VOLUNTEER

- Answer phones, greet visitors.
Commitment: 1-2 hrs/wk

DIRECTORY COORDINATOR

- Manage CBF Directory updates by upkeep of member information changes & addition of new members.
- Commitment: varies

DIRECTORY PHOTOGRAPHER

- Take photos of new members.
- Commitment: 2 hrs/yr

Worship:

CONTACT: Kyle Scott • kyle@coppellbible.org

SUPPORT SINGER

- Help facilitate corporate worship.
- Solos effectively; Pick out harmony & blends well with worship leader.
- Commitment: 2-4 hrs/wk + Sunday mornings

INSTRUMENTALIST

- Play in any key from chord chart.
- Lead players pick out melodies and sometimes read notes.
- Commitment: 2-4 hrs/wk + Sunday mornings

SOUND OPERATION

- Controls 32-channel mix and multiple monitor mixes
- Controls other subsystems such as sermon recordings.
- Commitment: Sunday mornings

PROJECTION/LIGHTING OPERATION

- Projects lyrics & message outline following a script.
- Sets lighting to predetermined levels.
- Commitment: Sunday mornings

VIDEO PREPARATION

- Works with Media Shout 4.0.
- Selects appropriate video backgrounds.
- Commitment: 2 hrs/wk + Sunday mornings

STAGE SETUP

- Set up stage to predefined criteria.
- Commitment: 1 hr/wk + Sunday mornings

Women:

CONTACT: Allyson Holland • women@coppellbible.org

ASST WOMEN'S MINISTRY DIRECTOR

- Assist & provide support to Women's Ministry Director.
- Commitment: varies

ADMINISTRATIVE ASSISTANT

- Handle administrative tasks.
- Commitment: 2-3 hrs/wk

PRAYER COORDINATOR

- Manage & facilitate Women's prayer events.
- Commitment: 2-3 hrs/wk

HOSPITALITY COORDINATOR:

- Welcome & provide/coordinate hospitality at Women's events.
- Commitment: varies

WORSHIP COORDINATOR

- Help lead worship through prayer & music.
- Commitment: varies

SISTER2SISTER COORDINATOR

- Facilitate activities that encourage women through friendships & social activities.
- Commitment: varies

REGISTRATION COORDINATOR

- Welcome & register women at/for events.
- Commitment: 10 hrs/event

BIBLE STUDY COORDINATOR

- Assist Bible study leader(s) as needed.
- Commitment: varies

Youth:

CONTACT: Charlie Turner • charlie@coppellbible.org

YOUTH COACH

- Lead and facilitate small group discussion with middle or high school youth.
- Discussion is based on lesson presented by Youth Pastor; discussion questions provided.
- Develop relationships with youth.
- Commitment: 2-3 hrs/wk + Tuesday or Wednesday evenings

SPECIAL EVENT STAFF

- Help chaperone, serve & fellowship with youth.
- Commitment: 1-2 hrs/month

ROADIE

- Help setup and takedown for youth events.
- Commitment: 1 hr/month

DISCIPLE NOW HOST HOME

- Open you home to small group of youth & leader for DN weekend. Help with transportation.
- Pray for DN weekend.
- Commitment: 1 wkend/year

DISCIPLE NOW CO-HOST

- Be available to retrieve additional supplies as needed for a host home.
- Help with transportation of youth.
- Counsel youth as needed; pray.
- Commitment: 1 wkend/year

DISCIPLE NOW SHOPPER

- Shop for food/supplies from list provided.
- Commitment: 3 hrs/year