



**SERVE | CONNECT**

**SERVING  
OPPORTUNITIES  
HASTINGS CAMPUS**

September 2016

# COMMUNICATIONS

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## Media

This person will help share the weekly message by posting our Podcasts on Facebook, Twitter, App & Website.

- Minimum age requirement: 16 yrs.
- Time commitment: ½ hour per week (Mondays)
- Contact: Maggie Isenhoff, maggie@tvcweb.com

## Website Review

Review the TVC website weekly for grammatical errors, misspellings, old information, etc.

- Minimum age requirement: 16 yrs.
- Time commitment: 1-2 hours, every other week
- Contact: Maggie Isenhoff, maggie@tvcweb.com

## Website Editor

Update TVC website with new series and event information. Training will be provided.

- Minimum age requirement: 16 yrs.
- Time commitment: Varies
- Contact: Maggie Isenhoff, maggie@tvcweb.com

## Designer

Design and update brochures, flyers and slides for service and various ministries.

- Minimum age requirement: 16 yrs.
- Time commitment: Varies
- Contact: Nic Dampier, nic@tvcweb.com

## Promotions

Helps think of new and exciting ways to promote upcoming weekend services and events at TVC.

- Minimum age requirement: 14 yrs.
- Time commitment: Varies
- Contact: Maggie Isenhoff, maggie@tvcweb.com

# COMMUNITY

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Being a serving church for unchurched people means we want to engage with our local community. It takes all of us serving to make an impact. Join us on a community team or two!

## **Delton School Partnership**

A once a month serving opportunity that offers various projects according to the schools need. Projects include basic maintenance, painting, etc. This is a great way to build relationships within the community and with other TVC family.

- Time Commitment: 9am – 12pm, 2<sup>nd</sup> Saturday of the month
- Age Requirement: None
- Contact: Melinda Mills, melinda@tvcweb.com

## **Family Promise**

Family Promise is a family shelter ministry that is being developed for Barry County families. Family Promise uses a network of local churches to provide a homelike shelter where families can stay together. Volunteers will prepare dinner for the families and spend time with them.

- Time Commitment: 2 hours (there are some overnight spots)
- Age Requirement: 18 yrs. (if under 18, must be with an adult)
- Contact: Kammie Kollar, kekr010680@hotmail.com

## **Food Pantry (Hastings Campus)**

Serve with the food pantry team to give groceries to under resourced families in Barry County.

- Time Commitment: 3 hours a week (Tuesdays or Thursdays)
- Age Requirement: None, we encourage serving as a family!
- Contact: Karen Brown, nanakab@aol.com

## **Hospital Visitation Team**

This team strives to let those who have been admitted to the hospital know they are cared for by visiting them in the hospital.

- Time Commitment: 2 hours a month
- Age Requirement: 18 yrs.
- Contact: Barry & Grace Cushman, csrg6010@att.net or Pam Beckwith, pdbeckwith8621@gmail.com

## Card Team

Let those who are sick, need encouragement, or have lost a loved one know they are being thought of and prayed for by sending cards.

- Time Commitment: 1 hour a week for 1 month (from home)
- Age Requirement: 16 yrs.
- Contact: Tammy Ray, blueyestac@gmail.com

## Prayer Team

Pray for individuals who are sick or have lost a loved one.

- Time Commitment: 1 hour a week (from home)
- Age Requirement: 16 yrs.
- Contact: Louanne Oaks, Loaks@hastingsmutual.com

## Special Events

Occasionally, we mobilize a large group of people in order to do a lot in a short amount of time. These one-time serving events are a great opportunity to try out serving at TVC with no long-term commitment. Try it, you may just LOVE it! Look for the next available opportunity on our website!

- Time Commitment: 3-4 hours (one-time events)
- Age Requirement: None, we encourage serving as a family!
- Contact: Diedra Fox, diedra@tvcweb.com

## Missions Committee

A team that prays, communicates and advocates for TVC supported missions and missionaries.

- Time Commitment: 2 hours every 6-8 weeks (occasionally volunteer for one-time events)
- Age Requirement: 16 yrs.
- Contact: Jackie Siska, siska\_43@yahoo.com

# CREATIVE

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## Stage Design Team

Assist in planning and production of stage design and creative elements for weekly worship gatherings.

- Time Commitment: 3-4 hours every 4-6 weeks (depending on message series & event).
- Age requirement: 16 yrs. (Must be able to lift at least 25 lbs.)

- Contact: Nic Dampier, nic@tvcweb.com

## **Graphic Design Team**

Design graphics such as, but not limited to, informational slides, brochures, series elements, etc., using digital design software.

- Time Commitment: Depends on assignment.
- Age Requirement: 16 yrs.
- Contact: Nic Dampier, nic@tvcweb.com

## **Video Production Team**

Assist in video production planning, filming, boom mic, lighting, scene/costume, editing and export, using digital video and design software.

- Time Commitment: Depends on assignment.
- Age Requirement: 16 yrs.
- Contact: Nic Dampier, nic@tvcweb.com

## **Photography Team**

Take pictures of weekly worship gatherings and specific events.

- Time Commitment: Generally 1-2 hours, may depend on assignment.
- Age Requirement: 16 yrs.
- Contact: Nic Dampier, nic@tvcweb.com

# **FUSION412**

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## **Tribe Leader**

Serve as a Tribe (small group) leader for Fusion412. This is a person who has a passion to see students connect with God, while having fun.

- Time Commitment: Sundays | 5pm – 8:15pm
- Age Requirement: High School Graduate
- Contact: Matthew VanDongen, matt@tvcweb.com

## Media Tech

Be a part of the fun by running sound and lights as well as any other media during Fusion412 gatherings.

- Time Commitment: Sundays | 4:30pm - 7pm
- Age Requirement: High School Graduate
- Contact: Matthew VanDongen, matt@tvcweb.com

## Van Driver

Drive students from two locations in Hastings to TVC before and after youth group.

- Time Commitment: Sundays | 5pm – 5:30pm & 8pm – 8:30pm
- Age Requirement: High School Graduate
- Contact: Matthew VanDongen, matt@tvcweb.com

## Food Prep

Help prepare, serve and clean up food for the students during Fusion412 gatherings.

- Time Commitment: Sundays | 4:30pm – 6:30pm
- Age Requirement: High School Graduate
- Contact: Matthew VanDongen, matt@tvcweb.com

# GUEST SERVICES

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## Information Center

Our Information Center volunteer is positioned in the lobby to serve as the hub for answering guest questions, greet newcomers and help guests sign up to serve and connect. The Information Center also serves as the point of contact for our Emergency Services team.

- Minimum age requirement: 18 yrs.
- Time commitment: 1 hour before service, during service and 10 minutes after service, once or twice a month.
- Contact: Mitchell Leach, mitchell@tvcweb.com

## Usher

Ushers help guests find seats, receive the offering and assist wherever needed inside the auditorium to create a warm and inviting atmosphere.

- Minimum age requirement: 16 yrs.

- Time commitment: 45 minutes before and 5 minutes after service, once or twice a month.
- Contact: Mitchell Leach, mitchell@tvcweb.com

## **Greeter**

Our inside greeters open doors, shake hands and offer a warm welcome as guests enter and exit. Our parking lot greeters stand in or near the parking lot and simply smile and wave.

- Minimum age requirement: Inside greeter: 12 yrs., Parking Lot Greeter: 16 yrs.
- Time commitment: 45 minutes before and 10 minutes after service, once or twice a month
- Contact: Mitchell Leach, mitchell@tvcweb.com

## **Café**

Our café volunteers make hot and cold beverages and keep the café neat and tidy. These volunteers enjoy serving behind the scenes, arrive early enough to make the beverages and remain to clean up the cafe.

- Minimum age requirement: 18 yrs. (younger if serving with an adult)
- Time requirement: Times vary: 1.5 hrs. before service, 30 min. after service to clean up café, once or twice a month.
- Contact: Mitchell Leach, mitchell@tvcweb.com

## **Host**

Our hosts are positioned either in the auditorium and or in the lobby. These team members enjoy seeking out, meeting and guiding new guests.

- Minimum age requirement: 18 yrs. (younger if serving with an adult)
- Time requirement: 45 minutes before service and 10 minutes after service, once or twice a month.
- Contact: Mitchell Leach, mitchell@tvcweb.com

## **Bookstore**

Our Bookstore volunteers serve and sell products in the Hastings Bookstore. These team members enjoy guest interaction and sales.

- Minimum age requirement: 18 yrs.
- Time requirement: Times vary: 30 minutes to 1 hr. prior to service and 20 minutes after service, one service once a month.  
Contact: Contact: Mitchell Leach, mitchell@tvcweb.com

# HOUSEKEEPING

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## Saturday Night Lock-Up Team

This team locks up the TVC Hastings Campus. The team also empties the lobby and auditorium trash to prepare the campus for Sunday morning services.

- Weekend Time Commitment: 30-45 minutes, bi-weekly or monthly
- Age: Families enjoy doing this together, or 18 yrs.
- Contact: Cintry Heinrich, cintry7@yahoo.com

## Sunday Lock-Up Team

This team locks up the TVC Campus after 2<sup>nd</sup> Service. The team also empties the lobby and auditorium trash to prepare the campus for Sunday night Fusion412 Service and for the weekly events.

- Weekend Time Commitment: 45-60 minutes, bi-weekly or monthly
- Age: Families enjoy doing this together, or 18 yrs.
- Contact: Cintry Heinrich, cintry7@yahoo.com

## Weekend Cruisers

Cruisers are a team of people who love to spot messes and clean them up! Their target areas are the TVC lobby, restrooms and auditorium. They may spot trash that is overflowing, a sink that needs to be dried-off or even a dreadful plugged toilet!

- Weekend Time Commitment: Before, during or after service. Weekly, bi-weekly or monthly
- Age: 14 yrs.
- Contact: Cintry Heinrich, cintry7@yahoo.com

## Weekly Clean-Up Team

This team prepares the TVC Campus for the upcoming weekend services. We empty trash, clean restrooms, wash windows and clean auditorium chairs. Our goal is to make it as nice as possible for our weekend guests.

- Time Commitment: 1-2 hours. Weekly, bi-weekly or monthly
- Age: 14 yrs. (with adult)
- Contact: Cintry Heinrich, cintry7@yahoo.com



## Spring and Fall Cleaning Team

This team gets together in the spring and fall to wash inside windows, wipe down office shades, clean offices and power wash the outside building and sidewalks, clean auditorium chairs, bible racks and legs.

- Time Commitment: 2-3 hours once in the Spring & Fall
- Age: 14 yrs. (with adult)
- Contact: Cintry Heinrich, cintry7@yahoo.com

## MAINTENANCE

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### Facility Maintenance

Maintain buildings and grounds at each facility weekly as well as doing special projects including remodeling, fabricating and repairs.

- Time commitment: No minimum, project related.
- Age Requirement: 13 yrs. (with an adult)
- Contact: Ben Healy, ben@tvcweb.com

## MISSIONS

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Being a serving church for unchurched people calls us to go beyond our local community and reach into our global community. These teams have a focus of connecting people with God in our global community.

### Missions Team

This team communicates with, prays for and advocates for the missionaries that TVC has committed to supporting. When missionaries visit or missionary interviews occur, the missions team ensures the missionary is welcome and cared for.

- Time Commitment: 2 hours every 3 months
- Age Requirement: 6<sup>th</sup> Grade
- Contact: Jacquie Siska, siska\_43@yahoo.com

### Detroit Mission Trip

Serve the Denby neighborhood located in Detroit, MI. Opportunities include blight removal to create safe pathways to school, home remodel projects and local school remodel projects. We will be partnering with Life Remodeled, (liferemodeled.com), local community members,

suburban churches, local businesses and large corporations to help revitalize Denby. Cost \$150-\$250.

- Time Commitment: 1 week or ½ week in August
- Age Requirement: 14 yrs.
- Contact: Diedra Fox, diedra@tvcweb.com

### **Dominican Republic Mission Trip**

In the country of the Dominican Republic (DR) there is an impoverished community of approximately 4000 people called El Tamarindo. TVC has gone to El Tamarindo annually to build a partnership with our sister church in the DR. We have found that although we went down to be a blessing, WE have been the ones blessed. Join us as we focus on and build relationships in the DR. Cost is \$1450.

- Time Commitment: 1 week in January/February
- Age Requirement: 6<sup>th</sup> Grade
- Contact: Diedra Fox, diedra@tvcweb.com

## **NEXT STEPS TEAM**

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### **Life Group Leader**

Lead a classic or specialized life group at TVC. These volunteers have a heart to see people connect with God in community and grow in their faith.

- Time Commitment: 2-5 hours a week during life group seasons
- Age Requirement: 18 yrs.
- Contact: Erica Schaefer, erica@tvcweb.com

### **Life Group Mentor**

Serve life group leaders with encouragement and support while mentoring leaders.

- Time Commitment: 5 hours per month
- Age Requirement: 18 yrs.
- Contact: Erica Schaefer, erica@tvcweb.com

## **Next Step Office Team**

Assist with various computer related tasks. These volunteers are computer savvy and love helping people take their next step.

- Time Commitment: Varies
- Age Requirement: 18 yrs.
- Contact: Erica Schaefer, erica@tvcweb.com

## **Next Step Resource Team**

Create life group resources, assist in writing life group questions and other discipleship tools that help people take a next step in their walk with Christ. These volunteers have a knack for sharing ideas through writing or other creative means.

- Time commitment: Varies
- Age Requirement: 18 yrs.
- Contact: Erica Schaefer, erica@tvcweb.com

## **Support Team**

Assist in making/planning meals for specialized groups. Assist with buying and organizing supplies for groups.

- Time commitment: Varies
- Age Requirement: 18 yrs.
- Contact: Erica Schaefer, erica@tvcweb.com

## **LIFT Ministry Mentor**

Provide direct support and encouragement to another person of the same gender as they go through a challenging time in their life.

- Time Commitment: Mentors meet for 1 hour approximately with their assigned person weekly or monthly, depending on the need. Sometimes it's face to face, other times it can be via skype, email, text, phone, etc.
- Age Requirement: 18 yrs.
- Contact: Cathy Davis, cathyd@tvcweb.com

## **Emergency Services Team**

During the weekend services and for big events, this volunteer team is available to respond to any type of emergency (medical, extreme weather, etc.). Team members may volunteer for the weekend services in which they attend, as well as sign up for specific roles during big events.

Volunteers in this ministry are expected to be trained first responders qualified with CPR and first aid (nurses, doctors, law enforcement or fire fighters.)

- Time Commitment: Meetings are once a month, otherwise the time commitment varies
- Age Requirement: 18 yrs.
- Contact: Lyn Briel, lyn@thornapplemanor.com

## OFFICE

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### **TVC Office Team**

This team assists with office tasks to prepare for the weekend services and for all the ministries at TVC. These volunteers will do a great variety of tasks from data entry to folding brochures.

- Time Commitment: Whenever is convenient for your schedule during office hours, Monday – Thursday from 8:00am-3:30pm, Saturday & Sunday before & during the services at the Hastings Campus. Some tasks may also be done from home.
- Age Requirement: 16 yrs.
- Contact: Karen Eaton, karen@tvcweb.com

### **Funeral Luncheon Team**

When a family loses a loved one, this team will prepare a meal to serve after the service at TVC. This is a ministry for both TVC family, as well as those in the community that may not attend TVC.

- Time Commitment: A luncheon can be scheduled for any day of the week at any time, many times with very little notice. You will not be required to serve at all luncheons, but rather asked if it fits with your schedule.
- Age Requirement: 18 yrs.
- Contact: June Bryan, jas3998@gmail.com

### **Event Set-Up Team**

A group that is available to set-up tables and chairs as needed for large events, including Celebration, Angel Tree, baptisms and funerals at the Hastings Campus.

- Time Commitment: Varies. You may serve as much or as little as your schedule allows.
- Age Requirement: 16 yrs.
- Contact: Karen Eaton, karen@tvcweb.com

# SOUND TEAM

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## Auditorium Sound Team

This individual will oversee the weekend front of house sound, working with the worship leaders and the weekend bands.

- Time Commitment: Once a month
- Age Requirement: 18 yrs.
- Contact: Nathan Andrus, nathan@tvcweb.com

## Video Sound Team

This individual will oversee the weekend video sound. This would include mixing for all broadcasts and overseeing all audio recordings.

- Time Commitment: Once a month
- Age Requirement: 18 yrs.
- Contact: Nathan Andrus, nathan@tvcweb.com

## Lighting Team

Operate and control the lighting and media for the weekend experience.

- Time Commitment: Once a Month
- Age Requirement: 12 yrs.
- Contact: Brian Mote, brian@tvcweb.com

## Hastings Worship Team

Use your musical ability to help facilitate the weekend experience. This ministry does require an audition/interview.

- Time Commitment: Once a month
- Age Requirement: 16 yrs.
- Contact: Brian Mote, brian@tvcweb.com

# TVC KIDS

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## 0 – 2 Years

Provide care to infants and toddlers, or care and teaching to 2 year olds.

- Weekend time commitment: 1½ hours weekly, bi-weekly or monthly
- Age Requirement: None
- Contact: Ann Arnett, ann@tvcweb.com

## 3 Years – Kindergarten

Be part of a team that teaches Bible stories in fun and creative ways where children are encouraged to learn, play and develop friendships.

- Weekend time commitment: 1½ hours weekly, bi-weekly or monthly
- Age Requirement: None
- Contact: Ann Arnett, ann@tvcweb.com

## Small Group Leaders

Develop relationships with and between a few children. Guide follow-up of lesson. All preparation is done for you.

- Weekend time commitment: 1½ hours, weekly or biweekly
- Age Requirement: High School - Adult
- Contact: Ann Arnett, ann@tvcweb.com

## Small Group Leader Assistant

Work alongside a mentor to train to become a small group leader.

- Weekend time commitment: 1½ hours, weekly or biweekly
- Age Requirement: 6th - 8th grade
- Contact: Ann Arnett, ann@tvcweb.com

## Pal

Assist one child who needs a little extra help during a weekend service.

- Weekend time commitment: 1½ hours, weekly or biweekly
- Age Requirement: Middle School - Adult
- Contact: Ann Arnett, ann@tvcweb.com

## **Guest Services**

Welcome parents and kids to TVC Kids.

- Weekend time commitment: 45 minutes at welcome or 20 minutes at dismissal.
- Age Requirement: 18 yrs.
- Contact: Ann Arnett, ann@tvcweb.com

## **Media Team**

Run media during the weekend programming for kids. Training provided.

- Weekend time commitment: 1-3 services
- Age Requirement: Middle School - Adult
- Contact: Ann Arnett, ann@tvcweb.com

## **Digital Arts Team**

Create digital media for signage or children's weekend programming.

- Time commitment: at your convenience
- Age Requirement: Middle School - Adult
- Contact: Ann Arnett, ann@tvcweb.com

## **Videographer**

Film and edit video for digital signage or to enhance children's weekend programming.

- Time commitment: Projects according to availability.
- Age Requirement: None
- Contact: Ann Arnett, ann@tvcweb.com

## **Social Media/Communications**

Use social media to promote TVC Kids

- Time commitment: At your convenience.
- Age Requirement: 13 yrs.
- Contact: Ann Arnett, ann@tvcweb.com

## **Big Event Coordinator**

Coordinate a TVC Kids Big Event

- Time commitment: According to project accepted

- Age commitment: 18 yrs.
- Contact: Ann Arnett, ann@tvcweb.com

## **Outreach**

Lead or assist in one of TVC Kids Outreach Events or an ongoing community service program.

- Time commitment: According to project
- Age commitment: 18 yrs.
- Contact: Ann Arnett, ann@tvcweb.com

## **Program Host**

Host an interactive video lesson for a group of children.

- Weekend time commitment: One weekend every 4-6 weeks
- Age Requirement: 18 yrs. (Middle School & older can begin training)
- Contact: Ann Arnett, ann@tvcweb.com

## **Creative Arts**

Have you got a gift or passion for creating, dreaming or building?

- Time commitment: You decide
- Age Requirement: Middle School
- Contact: Ann Arnett, ann@tvcweb.com

## **Office Assistant**

Create and update documents, cards, signs, etc.

- Time commitment: variable, flexible hours
- Age Requirement: 18 yrs.
- Contact: Ann Arnett, ann@tvcweb.com

## **Caterer**

Plan, shop, prep and cook for meetings for 6 or more people.

- Time commitment: Occasionally as needed
- Age Requirement: 18 yrs.
- Contact: Ann Arnett, ann@tvcweb.com



## **Cleaning Team**

Dust TVC Kids rooms, clean toys, bleach, prep rooms

- Time Commitment: 1-2 hours weekly or monthly
- Age Requirement: 18 yrs.
- Contact: Ann Arnett, ann@tvcweb.com

## **Leadership Apprentice**

A position for those serious about becoming a leader of volunteers to impact children.

- Time commitment: Bi-monthly meetings with leadership assignments
- Age Requirement: 18 yrs.
- Contact: Ann Arnett, ann@tvcweb.com

# **WEEKEND PRODUCTION**

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## **Computer Team**

This position will run the media/words for a weekend service.

- Time Commitment: A minimum of 1 weekend a month/2hrs before service and ½ hour after service.
- Age Requirement: 16 yrs.
- Contact: Stacy Sheldon, stacy@tvcweb.com

## **Video Director**

This position leads a camera team to create a recorded service to reach multiple campuses and online viewers.

- Time Commitment: 2 hr. before service and ½ hour after/1 weekend a month (min.)
- Age Requirement: 18 yrs.
- Contact: Stacy Sheldon, stacy@tvcweb.com

## **Weekend Producer**

This person will apprentice under the Program Director to facilitate and oversee a weekend service. When trained this person will fill in for the Program Director

- Time Commitment: Every Weekend (initially) for 4 weeks. After training period, time commitment is 1 weekend/month (plus any weekends you may fill in for Program Director).

- Age Requirement: 18
- Contact: Stacy Sheldon, stacy@tvcweb.com

## **Camera Team**

Operating a camera in Hastings, during a weekend service.

- Time Commitment: Saturdays: 1hr before service. Leave when service is done.  
Sundays: ½ hr. before 1<sup>st</sup> service and done after 2<sup>nd</sup> service.
- Age Requirement: 6<sup>th</sup> Grade
- Contact: Stacy Sheldon, stacy@tvcweb.com

## **Stage Hand**

This person will assist the program director with various duties including moving pieces in the service.

- Time Commitment: ½ hr. before service and ½ hour after service/1 Weekend a month.
- Age Requirement: 6<sup>th</sup> grade
- Contact: Stacy Sheldon, stacy@tvcweb.com

## **Prayer Team:**

Praying with anyone who might require prayer after a service.

- Time Commitment: 15mins after a service. 1 service a weekend.
- Age Requirement: 16 yrs.
- Contact: Stacy Sheldon, stacy@tvcweb.com