



SERVE | CONNECT

**SERVING
OPPORTUNITIES
MIDDLEVILLE CAMPUS**

September 2016

COMMUNICATIONS

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

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, 2nd 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

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

CREATIVE

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

FUSION 412

Tribe Leader

Serve as a Tribe (small group) leader for Fusion 412. This is a person who has a passion to see students connect with God, while having fun.

- Time Commitment: Sundays | 5:30pm – 8:15pm
- Age Requirement: 18 yrs. or 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 Fusion 412 gatherings.

- Time Commitment: Sundays | 4:30pm - 7pm
- Age Requirement: 18 yrs. or High School Graduate
- Contact: Matthew VanDongen, matt@tvcweb.com

Food Prep

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

- Time Commitment: Sundays | 4:30pm – 6:30pm
- Age Requirement: 18 yrs. or High School Graduate
- Contact: Matthew VanDongen, matt@tvcweb.com

GUEST SERVICES

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: Carla Smith, carla@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: Carla Smith, carla@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: Carla Smith, carla@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: Carla Smith, carla@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: Carla Smith, carla@tvcweb.com

CLEANING TEAM

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: Carla Smith, carla@tvcweb.com

MAINTENANCE

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: Joel Strickland, joel@tvcweb.com

MISSIONS

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: 6th 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: 6th Grade
- Contact: Diedra Fox, diedra@tvcweb.com

NEXT STEPS TEAM

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: 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: 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: 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: Carla Smith, carla@tvcweb.com

TVC KIDS

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: Elaine Gray, elaine@tvcweb.com

3 – Kindergarten

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

- Weekend time commitment: 1½ hours weekly, bi-weekly or monthly
- Age Requirement: None
- Contact: Elaine Gray, elaine@tvcweb.com

1st – 5th grade

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: Jodi Numerick, jodi@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
- Contact: Elaine Gray, elaine@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: Elaine Gray, elaine@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
- Contact: Elaine Gray, elaine@tvcweb.com

Greeting Team

Welcome parents and kids to TVC Kids

- Weekend time commitment: 45 minutes at welcome, or 20 minutes at dismissal.
- Age Requirement: 18 yrs.
- Contact: Elaine Gray, elaine@tvcweb.com

Media Team

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

- Weekend time commitment: 1-2 services
- Age Requirement: Middle School
- Contact: Elaine Gray, elaine@tvcweb.com

Digital Arts Team

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

- Time commitment: at your convenience
- Age Requirement: Middle School
- Contact: Elaine Gray, elaine@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: Elaine Gray, elaine@tvcweb.com

Social Media/Communications

Use social media to promote TVC Kids

- Time commitment: at your convenience
- Age Requirement: 13 yrs.
- Contact: Elaine Gray, elaine@tvcweb.com

Big Event Coordinator

Coordinate a TVC Kids Big Event

- Time commitment: According to project accepted
- Age commitment: 18 yrs.
- Contact: Elaine Gray, elaine@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: Elaine Gray, elaine@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: Elaine Gray, elaine@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: Elaine Gray, elaine@tvcweb.com

Office Assistant

Create and update documents, cards, signs, etc.

- Time commitment: variable, flexible hours
- Age Requirement: 18 yrs.
- Contact: Elaine Gray, elaine@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: Elaine Gray, elaine@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: Elaine Gray, elaine@tvcweb.com

Leadership Apprenticeship

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

- Time commitment: Bimonthly meetings with leadership assignments
- Age Requirement: 18 yrs.
- Contact: Elaine Gray, elaine@tvcweb.com

WORSHIP / TECH

Middleville Worship Team

This person assists in leading of worship at weekly service gatherings, or special events, through musical instruments, vocals and energetic stage presence. Auditions for this area are required.

- Time Commitment: 4-5 hours on Sunday, 1-2 hours during week, 1-2 times a month.

- Age Requirement: At least 14 years of age, must have transportation if under 16.
- Contact: Nic Dampier, nic@tvcweb.com

Middleville Tech/Production Team

This person will control specific areas of technical arts for weekly worship gatherings such as: lyrics, lights, Front of the House sound, set up/close down, production, admin and various service elements as needed for service.

- Time Commitment: 4-5 hours on Sunday, 1-2 hours during week, 1-2 times a month.
- Age Requirement: No age requirement (must have transportation if under 16.)
- Contact: Nic Dampier, nic@tvcweb.com