

OUR MISSION

*To become fully devoted followers of Christ
who create communities of grace
that heal and transform lives.*

OUR VISION:

*To change the world
through irresistible, grace-filled lifestyles
and intentional acts of Christ-like service.*



1961 Wayside Road ♦ Tinton Falls, NJ 07724 ♦ 732.542.7373 ♦
www.gracechristianchurch.com
Vincent Rife Jr.—Pastor

Grace Christian Church Ministry Opportunity Guide

Serving
at
Grace

EXPERIENCING GOD TOGETHER— IN MINISTRY & MISSION!

Dear Family of Grace,

Several years ago a man by the name of Henry Blackaby wrote a runaway best-seller called Experiencing God. It had a huge impact on those of us who deeply desire to not just know *about* God, but who want to *know* God and experience Him in our lives in an ongoing way. In his work, Blackaby suggests that the way to experience God is to *discover where God is working and then to join Him in that work*.

At Grace, we believe that every member is a minister. So, rather than relying on our pastors and elders to do the work of the ministry, we believe that the ministry of the church is carried out most effectively through the gifts, talents, and passions of every believer.

This guide includes all of the ways you can participate and contribute your talents to make a difference and help strengthen the church. As you prayerfully consider the way in which God has uniquely designed and “shaped” you (**S**=spiritual gifts, **H**=heart, **A**=abilities, **P**=personality, **E**=experiences), we believe you will discover the specific call to ministry that God has purposed for you!

Truly, these are exciting and challenging times for our Grace family! And I want to personally encourage you to not let fear, insecurity, indifference, procrastination, or a busy schedule keep you from reaching beyond yourself to help fulfill God’s purposes for your life, and His Church. Now is the time to take the next step, and I hope you will do that.

In advance, thank you for taking this challenge so seriously, and for doing something that has eternal implications. Thank you for living a life that counts! We are honored to partner alongside of you in both ministry and mission, to touch the lives of all people in Monmouth County and beyond with the love and grace of Jesus Christ.

Pastor Vincent

2014 CHURCH COUNCIL

Building & Grounds:

External: Bill Bartlett

Internal: Chrise Wyckoff

Children/Family: Jen Castelo

Nursery (*infant—3 yrs*)

K-One (*3 yrs through 1st grade*)

KidMo (*2nd through 5th grade*)

Congregational Care: Katinka Rife

Stephen Ministries

External Ministries:

Local/Global: Larissa Jay

Bread of Life Ministry

Family Promise

Our Father’s Persistent Love

Aslan Youth Ministries

HEM

World Vision: Larissa Jay

Frontline: Sandy Cribbin

Assimilation: Fritz Bell

Hospitality/Fellowship:

Prayer: Karen Casseri

Small Groups: Darlene Zito

Connection Groups (*short term studies*)

Grace Groups (*ongoing throughout the year*)

Stewardship/Finance: Cindy Kelly

Tellers

Strategic Planning

Benevolence

Volunteer Coordinator: Janet Kluin

Youth Group: Amy Brown

JR/SR High School: 6th – 12th grade

STAFF

Vincent Rife

Senior Pastor

Janet Kluin

Pastoral Assistant

Bonnie Deroski

Child & Family Life Director

Bill Asay

Youth & Family Life Pastor

ELDERS

Jim Armstrong

Bill Asay

Annie Carter

Cindy Ferrador

Jim Fisher

Bill Smith

Vincent Rife

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ACCORDING TO THE GRACE GIVEN US.
If a man’s gift is prophesying,
let him use it in proportion to his faith.
If it is serving, let him serve;
if it is teaching, let him teach;
if it is encouraging, let him encourage;
if it is contributing to the needs of others,
let him give generously;
if it is leadership, let him govern diligently;
if it is showing mercy, let him do it cheerfully.”*

(Romans 12:6-8)

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OFFICE SUPPORT

Provide administrative support to staff in areas such as:

- Reception / Answering Telephones / Placing Calls
- Filing, Sorting, Stuffing, and Copying
- Graphic Design
- Editing, Proofing, and Preparation of training materials
- Research
- Keeping current inventory of office supplies / replenishing

CLERICAL SUPPORT

Keep information on activities, events, and materials up to date.

WEEKLY PREPARATION

- Provide follow-up communication/coordination, as directed by pastor(s), regarding special elements in the service (baptism, communion, special audio-visual needs, specific PP slides, extra props, etc.)
- Follow-up on sign-up sheets, fliers, and community news items
- Prepare, copy, and assemble assorted bulletin inserts for services.

COMPUTER/TECHNICAL SUPPORT

Utilize computer skills to support the church's needs for networking, web-page design, desk-top technical support, systems integration, and more.

SOFTWARE APPLICATIONS

Utilize programs such as Access, PowerPoint, Excel, Publisher, Word, Quick Books, ServantKeeper, and other applications to develop and/or update current information/address new information management needs. This could range from development of the structure to be utilized, or actual data input.

PRESENT NEED:

Volunteers willing to help in any of these areas on a regular basis, or periodically where and when the need arises. (*flexible hours*)

Contact:

Janet Kluin, info@gracechristianchurch.com
(W) 732-542-7373, (C) 732-859-3946

PREPARE YOURSELF!

As GCC increasingly reaches out to surrounding communities and works to make a difference in the lives of people who do not know God, we must develop a strong and effective foundation for our interaction and witness. Listed below are some things you can do to help strengthen your own personal impact:

- Make a concerted commitment to the church and your own spiritual growth.
- Attend weekend services on a regular basis; take a class or join a study.
- Make time to get to know others in the church; develop relationships.
- Select a church ministry that matches your gifts and talents
- Study the Bible and make time each day for prayer and reflection; set goals for reading spiritual growth books or publications.
- Incorporate acts of kindness into the fabric of your day.
- Occasionally, sacrifice something for God.
- Get involved—on a regular basis—with activities that represent the model of Jesus Christ. Read Matthew 25 frequently.
- View yourself as a missionary right in your own community.
- Begin to build confidence in your evangelistic capabilities by going along with others as they reach out in their communities or volunteer “just because.”



*Do you have the gift of Compassion or Mercy?
Then Stephen Ministry may be for you.*

A Stephen Minister is:

- A lay person who walks beside a hurting individual.
- A caring Christian friend who listens, cares, prays, supports and encourages.
- A church member who has received training in how to provide distinctively Christian care.
- Someone who will “be there” for their care receiver, meeting faithfully for about an hour each week, for as long as there is a need.

A Stephen Minister is not:

- A counselor or therapist
- A problem-solver
- A casual visitor
- Someone who runs errands or help with chores

**Training is a 2 hour class
once a week, from January to May.
Commitment includes participation for 2 years.
→Watch for Classes to begin
in early 2015!**

If you feel you would like a Stephen Minister, please contact one of the following leaders:

Katinka Rife (kat_rife@verizon.net)

Dave Kemp (dave@krypton78.com)

“Encourage those who are timid. Take tender care of those who are weak.” (1 Thessalonians 5:14b)

“Share each other’s burdens, and in this way obey the law of Christ.” (Galatians 6:2)

SPIRITUAL FORMATION

At Grace, we are committed to helping everyone of all ages grow into the fullness of the image of Jesus Christ. To this end, we are committed to providing every member of our family with opportunities to learn what the Bible teaches about God, His ways, His purpose, and His work.

EQUIPPING

The process of helping our people become Christ-like is facilitated by three teams:

GIFTS DISCOVERY

This team helps people to identify areas of interest and spiritual giftedness. They help with testing, evaluation, and also conduct personal interviews.

MINISTRY PLACEMENT

This team of volunteers helps to connect people with specific opportunities to serve, both inside and outside of the church. They track and follow each person to ensure the most appropriate fit, providing whatever support is needed.

TEACHING AND TRAINING

This team of volunteers has a sound understanding of the scriptures and an ability to effectively communicate scriptural truth. Classes, seminars, and other training is provided on a quarterly basis.

For more info, please contact:

Pastor Vincent Rife, vrife@gracechristianchurch.com

(W) 732-542-7373

*“If you hold to my teaching, you are really my disciples.
Then you will know the truth, and the truth
will set you free.”
John 8:31-32*

EXTERIOR MAINTENANCE

Caring members of Grace that maintain our beautiful church and grounds . . .

ON-GOING NEEDS:

Being offered on a “can do” basis—for individuals or a group:

- **Paint interior of building**
- Check interior/exterior light bulbs, replace if needed
- Ground maintenance around building
- Keep shed organized
- Winter clean up of leaves, branches and trimming of bushes and trees as needed
- Power wash exterior of building

Future Projects

- Repair and extend parking lot and driveway
- Build storage cabinet for folding tables

INTERIOR MAINTENANCE

REPAIRS & MAINTENANCE. Contribute special talents such as plumbing, heating/air conditioning, carpentry, construction, etc., as needed.

*****Special Work Days organized periodically*****

Contact:

Bill Bartlett, BillBartlett45@yahoo.com (C) 228-365-2245

FAMILY PROMISE of Monmouth County

Family Promise of Monmouth County is the only shelter for homeless families in Monmouth and Ocean counties. Based on the belief that people of all faiths are called to reach out to those in need, FPMC works with local agencies, faith-based services, churches, and synagogues to identify those in need and provide them with the shelter, food, transportation, and support they need to regain their independence. The program accommodates up to five families at a time -- maximum of 15 people. Guest families can remain in the program for as long as three months and, under extenuating circumstances, some stays can be extended. While in the program, guests receive guidance on Social Services programs they qualify for, resume writing/job search, budget/ financial management, and child care/parenting skills.

GCC is no longer a FPMC host congregation, as our classrooms are being used by the Tinton Falls Cooperative Preschool; however, we remain an active supporter of the FPMC program by assisting at the Monmouth Church of Christ in Tinton Falls, and Church of the Precious Blood in Monmouth Beach. The 2015 schedule has not been published yet, but the schedule for the remainder of 2014 is:

November 14th and 15th

Monmouth Church of Christ, 312 Hance Avenue, Tinton Falls

Contact: Ginger Hatton, 732-643-0702; Page Fisher, 908-489-5857

December 12th and 13th

Church of the Precious Blood, 72 Riverdale Ave, Monmouth Beach

Contact: Diane Tracy, 585-967-2126; Page Fisher, 908-489-5857

*****Volunteers Needed for Each Rotation*****

Meals: Saturday morning breakfast (7:30 to 8:15 a.m.)
Saturday evening dinner (5:45 p.m.)

Evening Hosts: Friday night (5:30 to 8:30 p.m.)
Saturday night (5:30 to 8:30 p.m.)

Overnight Hosts: Friday night (8:30 p.m. to 7:00 a.m.)
Saturday night (8:30 p.m. to 7:00 a.m.)

→Sign-up sheets posted on bulletin board in Fellowship Hall

BREAD OF LIFE / THE CENTER

Bread of Life volunteers have developed relationships with many agencies and nonprofit organizations that are devoted to providing services and life sustaining support to people who are in need or nutritionally challenged. These relationships enable them to get a first-hand understanding of the fundamental needs of those they are serving.

Bread of Life has established partnerships with several retail outlets that provide food products, and occasionally merchandise, for their volunteers to package and deliver to the agencies and nonprofit organizations that they regularly serve. On a daily basis they pick up, package and deliver bagels and bread products from several well-known retail stores. Less frequently, when contacted by the retail outlets, they pick up and deliver other items based on need. Bread of Life is committed 24/7 to this ministry.

THE CENTER is a volunteer organization made up of people from all faiths who come together in response to the growing AIDS crisis in our society. Once a month, we provide a dining experience where guests can enjoy a delicious well-balanced meal and social experience.

PRESENT NEED:

- Bread Ministry volunteers to pick up, package, and/or deliver goods
- Center volunteers to cook & host (*1st Sunday of every month*)

Contact:

Jim & Lelia Armstrong, armstrong@monmouth.com (H) 732-389-8330

OUR FATHER'S PERSISTENT LOVE (OFPL)

Our Father's Persistent Love Ministries Inc. is a non-profit organization whose goal is to achieve reconciliation in the lives of incarcerated men and women.

Changing Lives through visitation, encouragement, giving hope & vision. The three-fold ministry aims for reconciliation to Christ, reconciliation to families, and reconciliation to society.

PRESENT NEED: Spirit-led Christian men with a heart for being a friend-in-Christ to a prisoner at Rahway State Prison. We visit our Christian friends "on the inside" every two months —usually on the last Saturday of the month.

Contact:

Sandy Cribbin, newmanjob7@comcast.net (H) 732-842-8076

INTERIOR CHURCH DESIGN

The tender and intentional care, improvement, and beautifying of the interior church building. All rooms are regularly refreshed and re-decorated to reflect current needs and usage, in keeping with our vision.

In addition to regular upkeep and maintenance, this ministry manages all decorating for special events and holidays.

ON-GOING NEEDS:

- Decorating Classrooms, etc.
- Simple hammer & nail construction projects
- Skilled carpenters for special / specific projects
- Room painting
- Decorative painting / stenciling / misc. graphics
- Simple straight sewing projects (curtains, hemming, etc.)
- Organizational gifts
- Housekeeping & general upkeep of curtains/linens
- All creative people welcome 😊

*****Special Work Days organized periodically*****

Contact:

Chrise Wyckoff, chrisewyckoff@yahoo.com (C) 732-687-4273

“Serve wholeheartedly, as if you were serving the Lord, not men, because you know that the Lord will reward everyone for whatever good he does...”
Ephesians 6:7-8

FINANCE TEAM:

BOOKKEEPING: Using QuickBooks, this team processes all church income, expense and payroll transactions and tracks adherence to the church budget.

STRATEGIC AND LONG-TERM PLANNING: This team oversees the financial profile of the church and makes recommendations for changes where needed to insure the long term financial health of Grace. This team also spearheads major fundraising initiatives each year to fund Grace's commitment to its international mission partners.

STEWARDSHIP: A team of individuals who are good stewards themselves educate, encourage, and train the congregation on subjects such as tithing, personal finance, and other topics related to the utilization of time, talent, and resources.

TELLERS: These dedicated volunteers process each week's contributions, enter them into the church's Servant Keeping database, and insure that each week's deposit is delivered safely to the bank.

SPECIAL PROJECTS:

SUPPORT OUR OUTSIDE MISSIONS: The Finance/Stewardship Committee organizes and executes, with the help and support of the Grace family, an annual Fundraiser to support outside Missions that Grace is committed to. This has usually been a Yard Sale. Grace supports:

- Love, INC. •Himalaya Evangelical Mission (Johnson George Ministry)
- Our Father's Persistent Love Prison Ministry •Aslan Youth Ministry based in Red Bank, and •Family Promise. Along with active support, Grace also supports Family Promise financially.

INTERNAL BENEVOLENCE: This fund is sustained by donations from within the Grace congregation and is used solely for the purpose of assisting Grace families in need. Each request for assistance is prayerfully considered by the Pastor and the Finance Team Lead and funded when found to be consistent with the spirit and intent of those who entrusted the funds to the church.

WHAT WE NEED:

We need volunteers with some financial background and computer skills to serve in any area of the Finance Team they are interested in.

Contact:

Page Fisher, fisherppd@att.net (C) 908-489-5857, (H) 732-542-1598
Cindy Ferrador, cindy.07747@gmail.com (C) 732-241-5843,
(H) 732-566-5670

MUSICIANS: The mission of our music ministry is to help people connect to the heart of God in intimate worship. Worship team members are responsible to prepare for, and participate in, times of congregational worship. Attendance at rehearsals, and an investment of time for spiritual/ and musical development is key.

PRESENT NEEDS: P/T Worship Leader/Vocalists /Instrumentalists

Contact:

Jim Fisher, jimeefish@optonline.net (C) 908-246-1715

VIDEO: Weekly recording of Pastor Vincent's Sunday message, and uploading it to YouTube. Basic computer skills needed, and the availability to come before the Sunday service to set up camera.

PRESENT NEEDS: One or two folks willing to learn the ropes, and be willing to either be on a rotating schedule and/or substitute when needed.

Contact:

Franc Castelo, grace.christian.nj@gmail.com

SOUND: This skilled team of folks (stationed at the Sound Booth) maintain control of all sound elements during out Sunday worship service and special events...thereby enhancing the worship experience for our Grace community.

PRESENT NEEDS: People who (preferably) have a "good ear" and a desire to work in coordination with our worship team (including musicians, speakers, lighting and PowerPoint folks) on Sunday mornings (& rehearsals) to create a crisp, seamless and excellent sound experience for all. Will train! This time commitment requires attendance at worship team rehearsals and on Sunday mornings for the entire service. (*alternate schedule*)

Contact:

Colin Jay, cjay@navesinktechnology.com (H) 732-380-1890

POWERPOINT: These volunteers help to enhance the mood and tempo of weekly services by creating & synchronizing the PP slides with any elements for that week. (songs, drama, community news, etc.)

PRESENT NEEDS: Creative folks who know PP, or are willing to learn! Must have access to email and a computer with PP2010 recommended, or, at a minimum, PP2003 installed. Computer programming familiarity a *big plus*—but not necessary! (Volunteers especially needed on a rotating basis for Sunday morning services.)

Contact:

Joy Berning, jabber2j@gmail.com (C) 732-804-8732

CHILDREN & FAMILY MINISTRY

Partnering with parents to disciple children to become fully devoted followers of Christ. (*brochures on front lobby table*)

NURSERY: Caring for young children so they (and their parents) can grow spiritually strong.

Present Need: **Caregivers** to provide tender care to babies & toddlers (once a month or quarterly during the service)

CHILDREN'S CLASSROOMS: Leading & encouraging children in their faith and spiritual development. (3-6 yr. olds; 4-7 yr. olds; 2nd-5th grades)

Present Need: **Lead Teachers** to prepare & lead Sunday School lesson (once a month; 2-5 hrs. including preparation);

Classroom Assistants to assist lead teacher with lesson (once a month during service; 2 hrs. with no preparation)

Contact:

Bonnie Deroski/Director, bonniedgcc@comcast.net, (H) 732-493-5033

YOUTH / STUDENT & FAMILY MINISTRY

Teens and pre-teens sharing their lives in a safe, fun-loving, and Christ-centered environment.

Present Needs: *Looking for those who . . .*

- Want to minister to, and connect with, teenagers
- Are willing to learn what it is like to be a teen in 2014 and partner with God to bring His Truth to them
- Are willing to grow closer to God
- Will sacrifice their time for our youth meetings and team meetings (*Sunday nights and one weeknight every other week*).
- Can be *special agents* to invite the students that we might not otherwise reach.
- Will help coordinate Care Packages for our college students
- Can be sponsors. *The cost of taking a youth to a special event is anywhere from 7 dollars for laser tag to 200 dollars to attend the Creation Festival to over a thousand dollars for a mission trip outside of our country. Would you like to be on a mailing list for potential sponsors?*

Contact:

Bill Asay/Director, billyasay@gmail.com (C) 732-492-8214

GREETERS/USHERS

A greeter and/or usher is often the first face people see when they enter the church building for weekend services and special events. They're knowledgeable, friendly, and approachable. Working usually in teams of two, greeters and ushers distribute the weekly bulletins, help assure orderly entry, and find available seating for any and all people who need assistance.

PRESENT NEED:

We'll welcome any new volunteers! A rotating schedule is done quarterly for both teams. at Grace. You are usually scheduled no more than 2-3 times in a 3-month period. Should you be willing and flexible to serve on *both* the greeter and usher teams that would be a blessing (and most helpful!) but not mandatory.

Contact:

Sandy Cribbin, newmanjob7@comcast.net (H) 732-842-8076

ASSIMILATION

Connecting with first-time visitors to Grace (and any new attendees), in order to personally welcome them and help answer any initial questions they may have. Working in coordination with Pastor Vincent, for the purpose of connecting new folks into the life of our Grace fellowship.

PRESENT NEED:

Folks willing to come on board the Assimilation Team!

Contact:

Fritz Bell, Fritz3609Secure@aol.com (C) 732-221-7172

HOSPITALITY

This behind-the-scenes team creates a warm and inviting atmosphere for weekend services and special events. Team members unite in this ministry to enhance fellowship through the creative (& delicious!) presentation of refreshments.

PRESENT NEEDS:

- Set-up food service / preparing snacks & coffee / Clean-up
- Bakers (*home-made goodies*)
- Kitchen captain (*keeping kitchen in tip-top shape*)
- Supply coordinator (*inventory & purchase of hospitality supplies*)

Contact:

Cary Smith, kaosmar714@aol.com (C) 732-496-0888

PRAYER MINISTRY

God calls everyone to be involved in prayer, and Grace provides diverse opportunities to do so. We earnestly desire to commune with God through prayer and praise, as we ask for His kingdom to come and His will to be done; for all people—in all circumstances.

SUNDAY MORNING

We offer a brief prayer time after each Sunday service. Prayer Team members with **blue name tags** will be at the front and rear of the sanctuary, as well as among the rows, for any folks who may desire prayer after the service has ended.

E-MAIL PRAYER CHAIN

The Grace Prayer Chain lists needs of those who have requested congregational prayer, and is sent out on an “as needed” basis. You may join the prayer chain at any time, and/or send in a prayer request for email prayer distribution. Karen Casseri presently heads up our chain; please contact her to become involved. (karen5198@optonline.net)

PRESENT NEED:

Volunteers willing to join our Sunday AM Prayer Team, and be available to pray with any folks on Sunday morning after our worship service.

Contact:

Karen Casseri, karen5198@optonline.net (H) 732-807-3398

SMALL GROUPS . . .**HOSTS NEEDED*****OR THOSE WILLING TO BE TRAINED!***

The formation of Biblical community is central to who we are as a church and we believe there is no better environment for community to be developed and lived out than in the context of small home groups. In fact, it is our goal to see Grace become a church of small groups, not just a church that *has* small groups. The difference between the two is that we want the primary place for spiritual formation and connection to be in the context of small home groups, rather than the Sunday Service, which is a more impersonal corporate worship time. We believe this to be the model used by the early first church that we read about in the Book of Acts.

From a practical standpoint, it is nearly impossible for pastors and church leaders to maintain and nurture intimate relationships with every person who joins or visits the church. In addition, some people will readily connect with other Christians, while others are naturally less out-going or inclined to meet people and develop relationships. Consequently, these Christians could completely miss the benefit of a supportive spiritual community if Home Groups did not exist. Because we desire GCC to be far more than a place where people meet once a week to attend church services, we believe Home Group Hosts play a significant role in helping us to develop authentic Christian community.

By opening their hearts and homes to others, our hosts facilitate interaction among group members for the purpose of studying God's Word, sharing God's love, and joining Him on mission

Contact:

Darlene Zito, zito258@gmail.com
(C) 732-539-4616

“Every day they continued to meet together in the temple courts. They broke bread in their homes and ate together with glad and sincere hearts, praising God and enjoying the favor of all the people. And the Lord added to their number daily those who were being saved.”

Acts 2:46-47