



Each of you  
should use  
whatever gift  
you have  
received to  
serve others,  
as faithful  
stewards of  
God's grace in  
its various forms.  
1 Peter 4:10

DISCOVER YOUR  
SPIRITUAL GIFTS  
BY TAKING A  
**SPIRITUAL GIFTS  
ASSESSMENT**  
TO LEARN HOW GOD  
HAS DESIGNED YOU.

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# FIND YOUR FIT

PVPC'S  
VOLUNTEER MINISTRY





**PROMISETOWN PRESCHOOL**

Contact Marleen Lee: mlee@pvpc.com

***Sunday Morning Caregiver:*** Provide loving care to infants and toddlers during one church service a month.  
Serve: 1-1 ½ hours a month

***Classroom Assistant:*** Support the teacher by assisting in caring for and leading 2, 3 or 4 year olds in Promisettown on Sunday mornings.  
Serve: 1 ½ hrs./1-4 times a month

***Large Group Teacher/Storyteller:*** Teaches and leads a class of 2, 3 or 4-year olds. In charge of preparing to teach God’s Word according to the curriculum.  
Serve: 1-4 times a month

***Handy Persons:*** People who are gifted with the ability to fix and build. This includes props and other small projects in the Promisettown area.  
Serve: As Needed

***Preschool Volunteers:*** People to share their talents, hobbies and careers with our Preschool weekday program.  
Serve: Once or as often as you like

*All those volunteering with our youth must complete Covenant Care Class.*

**CHILDREN’S MINISTRY**

Contact Marleen Lee: mlee@pvpc.com

***Large Group Teaching:*** Must be able to communicate God’s Word effectively to ages 3 to 5 years old or Kindergarten through 5<sup>th</sup> grade.  
Serve: Once a month

***Small Group Leader:*** Leading children in a specific age group in prayer, games and review of the Bible lesson.  
Serve: Varies at your choosing from once a month to every Sunday

***Sunday Morning Caregiver:*** Provide loving care for infants and toddlers during one church service.  
Serve: Once a month

***Special Events/Decoration:*** Organize and decorate for special events.  
Serve: As needed

***Prayer Team:*** Pray weekly for the children and their prayer requests as well as the ministry.  
Serve: On going

***Music Team:*** Willingness to lead the children in worship with motions.  
Serve: Once a month or every week

***Video/Photo/Tech:*** Great opportunity for students to serve but all welcome.  
Serve: As needed

***Communications:*** Intentional communication with children and families & follow up with visitors.  
Serve: ½ hour per week

**YOUTH MINISTRY (MIDDLE & HIGH SCHOOL)**

Contact Tyrrell Arnold: tarnold@pvpc.com

***Student Ministry Worship Team:*** Adult and student musicians, singers to sing or play on Sunday mornings for student worship services; and/or special events.  
Serve: Sunday mornings, 8-10am and practice TBD

***Special Events:*** Volunteers needed for check-in, help at snack table, clean up or help small group leaders as needed.  
Serve: As needed

***Christmas Tree Lot:*** Help sell, deliver and set up trees.  
Serve: Dates TBA, evenings

***HS Small Groups:*** Building relationships with HS students.  
Serve: TBA

**WOMEN’S MINISTRY**

Contact Cherie Lee: clee@pvpc.com

***Heart of Christmas Planning Team:*** Meet 3-4 times between now and the first week of December, to coordinate all details for this Ladies Outreach Dinner. Should be available some time between December 4<sup>th</sup>-6<sup>th</sup> to set up and decorate.

***Meal Ministry Squad:*** Add your name to a list to be called on occasion to take a meal to someone in our church going through a tough time. Meal can be homemade or take-out.

***Christmas Decoration Team:*** Be a part of the team that decorates the doors, Lobby and Sanctuary for the holidays the week after Thanksgiving. Also need help tearing down and putting decorations away the week after January 1<sup>st</sup>.

***Hospitality:*** Be on call to be a hostess for church-wide events and funerals.

***Women’s Board:*** Serving in a specific capacity as well as part of the team that is the “feet of the Women’s Ministry”. This is a two-year commitment. Each new Board member must have been a PVPC member for at least one year.

**SENIOR’S MINISTRY**

Contact Cherie Lee: clee@pvpc.com

***Committee Member:*** Be a member of the “Prime Timer’s” Steering Committee, planning 4 events a year for our Seniors – 60 and older. The Steering Committee also welcomes ideas of ways to help meet the needs of our Seniors at PVPC.

***Forget Me Not Ministry:*** Provides visitation and care to shut-ins, keeping them connected to the church and reminding them of Christ’s love and care for His people. If you have a desire to make the occasional visit or know of someone who would appreciate such a visit, please contact Gary Graham: 904-743-5207 or email [graham-gary@att.net](mailto:graham-gary@att.net).

**ADMINISTRATION: CHURCH-WIDE**

Contact Gretchen Hamby: ghamby@pvpc.com

***Children’s Coloring Boxes:*** Remove used pages and replace with clean forms/crayons.  
Serve: once a week

***Sanctuary & Lobby:*** Check cleanliness of sanctuary & lobby prior to services; pick up & straighten; replace pencils, connection & giving cards in seat pockets.  
Serve: Once a week

***Bulk Mailings:*** Label, stuff and seal envelopes for large mailings.  
Serve: As needed

***Flyers:*** Distribute flyers at door.  
Serve: As needed

***File Needs:*** Purge old files, create new files, shred papers.  
Serve: As needed

***Special Events:*** Help with administrative/hospitality responsibilities for funerals, new members class or other events.  
Serve: As needed

***Organize:*** Organize & straighten supplies in mailroom, kitchen, and pastoral conference room.  
Serve: As needed

**ADMINISTRATION: RECEPTIONIST**

Contact Julie Zapala: jzapala@pvpc.com

***Receptionist:*** Cover the phones, greeting and other responsibilities when church receptionist has appointments or is on vacation.  
Serve: As needed

**PRAYER TEAM**

Contact Liz Hammack: lizhamm@bellsouth.net

***Worship Volunteer:*** Available following worship to pray with others.  
Serve: 1-2 times a month

**LOCAL MISSIONS**

Contact Steve Earle: [stevenearle2@gmail.com](mailto:stevenearle2@gmail.com) or check out our **Serving Opportunities Board located in Bldg. A, across from Fidler Chapel**  
Contact Steve for information to serve with our local mission partners.

**HOSPITALITY: AT YOUR SERVICE (AYS)**

Contact Tim Hawes: [tmh32082@gmail.com](mailto:tmh32082@gmail.com)

***Bulletin Greeter:*** Contact Julie Devlin: [jdevlin388@gmail.com](mailto:jdevlin388@gmail.com)  
Meet guests at doors and hand out bulletins.  
Serve: 1-2 times a month

***Greeters:*** Welcome guests and answer questions; make them feel comfortable.  
Serve: 1-2 times a month

***Floater:*** Available in sanctuary and able to take guests to other locations.  
Serve: 1-2 times a month

***Information Host:*** Answer questions about PVPC; help around campus.  
Serve: 1-2 times a month

***Clean Up:*** Pick up trash, make sure rooms are clean and presentable.  
Serve: 1-2 times a month

***Parking Team:*** Greet cars entering lot, direct cars as needed; may drive golf cart.  
Serve: 1-2 times a month

***Donuts:*** Pick up donuts Sunday mornings at Dunkin Donuts. Need 4-5 volunteers.  
Serve: Once a month

**WORSHIP & ARTS MINISTRY**

Contact Jeremiah Jones: [jjones@pvpc.com](mailto:jjones@pvpc.com)  
**No experience required for Tech opportunities – we will train you!**

***Sound Board Tech:*** Runs sound for worship service(s).  
Serve: 1-2 times a month on Sunday mornings

***Lighting Board Tech:*** Operates light board for worship service(s).  
Serve: 1-2 times a month on Sunday mornings

***Screen Operator Tech:*** Operates computer to show words on screens for worship service(s).  
Serve: 1-2 times a month on Sunday mornings

***Worship Team Singer:*** Practices once a week for Sunday morning worship.  
Serve: 1-2 times a month

***Worship Team Instrumentalist:*** All instruments welcome! Practices once a week for Sunday morning worship.  
Serve: 1-2 times a month

***Student Worship Team:*** Practices on Sunday mornings. All instruments welcome.  
Serve: 1-2 times a month

***Bethel Gallery Arts & Environment Board:***  
Contact Diana Patterson: [dianapattersonart@gmail.com](mailto:dianapattersonart@gmail.com)  
Develops shows, set-up & take down exhibits, adopting methods of attracting First Coast artists, maintain calendar & contact lists, meets bi-monthly.  
Serve: Bi-monthly