

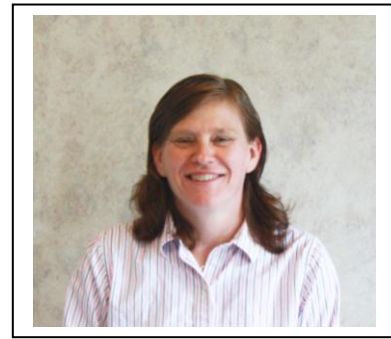
Ministry Team Directives

Audio and Lighting Ministry

Lisa Pfeiffer, Team Leader

Leader contact: lisapfeif@gmail.com

Elder Contact: Todd Jefferson



Purpose of Ministry Team:

In keeping with the mission statement of NHCC to seek the lost and equip the saved, the audio and lighting teams exists to utilize the God given talents of each team member enabling operation of all audio and lighting systems. We serve as a support for other ministry teams as well as provide an atmosphere for worship for all involved in the weekly services. Along with all of this we seek to enhance our time of worship for all generations and tastes by serving the church that she might glorify the Lord.

Ministry Team Member Expectations

Participate with an open mind and a humble heart for service to God and the church

Provide a distraction free level of ability as determined by the team leader

Present a desire to grow and improve ones overall skill set

Ability to work well with other team members and other ministry teams

Ensure that equipment is maintained, accounted for, and stored properly

Punctual participation and preparedness for all team rehearsals

Punctual participation and preparedness for all services

Regularly attend any team meetings—absence must be okayed by leader

Help with special services and events

Help with recruitment of new members

Take direction and instruction from team leader and when appropriate by worship leader

Areas of service

Weekend worship services

Special services for holidays and other events

Organize all areas utilized in storage and upkeep of equipment

Work with Worship team and leader on all scheduling requirements both event and personnel specific

Goals and Directives for 2015

--Catalogue of inventory of sound closet behind stage

--Recruit 2 new team members by December 2015

--Price new soundboard and any installation recommendation along with new components (CD, MP3 player)

--Annual in-service for training (ongoing and adjusted yearly)

--Meet quarterly with team for input and to pass along information.

Other additions:

Ministry Team Directives

Building and Grounds

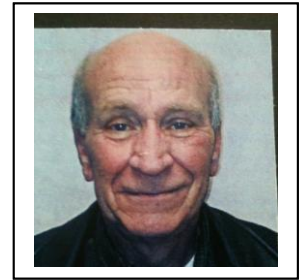
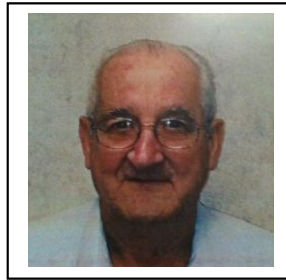
Butch Govreau

and Steve Stromberg, Team Leaders

Leader contact: sstrom1@fuse.net and

fcarl.govreau@zoomtown.com

Elder Contact: Terry Hartley



Purpose of Ministry Team:

The building and grounds team is responsible to maintain and improve the physical structure of the church building and grounds areas and to ensure that code and safety criteria are maintained. The overall care for, and maintenance of, the physical structures and grounds utilized by NHCC provide opportunity for its mission (make disciples) to take place and for all elements of the FOCUS and SIGHT plans to be engaged in a common, safe, and appealing location.

Ministry Team Member Expectations

--Serve with a humble heart in areas that are more behind the scenes yet are crucial to provide opportunity for all components of the mission.

--Members of the congregation are asked to be involved based on their areas of expertise for electrical, plumbing, carpentry, custodial, and landscape tasks.

--Leaders work with subcontractors for all areas outside of the scope of the church members.

Areas of service

Weekly cleaning

Landscape operations for all seasons including equipment maintenance

Workday events

Preventive maintenance on all systems and building structure

Goals and Directives for 2015

2015 Anticipated Goals

--Complete Event Center remodeling—Winter

--Roof repairs—as required

--Drywall repair in classrooms—ongoing

--Install additional parking lot post and lighting

--Update main hallway lighting

--Paint main hallway walls, repair, and paint trim

--Paint second level classroom hall

--Complete lower office remodeling

--Repair garage siding and loose trim at youth house

--Remove dead trees and additional fence line cleanup

--Clean carpets in lobby, auditorium, hallways, and classrooms

--Repair church sign brick cap and fill in low spots around sign

--Schedule pick up for mower recall and spring service.

--Remove office partitions in YH garage (sell, scrap, give)

Ministry Team Directives

Children's Ministry

Jen Holder, Team Leader

Leader contact: jenniferholder@yahoo.com

Elder Contact: Ken Nichols



Purpose of Ministry Team:

Children's ministry seeks to show our kids God's love and teach them His Word by providing classes and activities that are appealing, age-appropriate, and focused on Jesus. We arrange events and plan curriculum that will teach the children. We recruit and train volunteers who will pray with the children and be loving and fun while they are together. We strive to provide great matches between our volunteers and their areas of service.

The hours spent in our programs at the church house are meant to provide support to the efforts the parents make throughout the week as they have the primary responsibility and opportunity to shape their child's spiritual growth.

Ministry Team Member Expectations

A willingness to work

An ability to take special care with relationships among families and volunteers

An eye for noticing the gifts and talents of our volunteers and potential volunteers

A basic understanding of how children learn

Attend team meetings

Help with special services and events—especially VBS

Help with recruitment of new members

Help with training of new volunteers

Support the team leader

Areas of service

Weekend worship services

Wednesday night Bible study

Vacation Bible School

Goals and Directives for 2015

--Create VBS program in July

--Add one new volunteer to the core team

--Each member of the core team participate as a helper or teacher

Other additions:

Ministry Team Directives

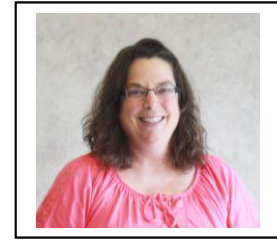
Fellowship

Melissa Witte and Beth Meyung, Team Leaders

Leader Contact: mwitte1@hotmail.com and

beth@e-burwinkel.net

Elder Contact: Jim Chandler



Purpose of Ministry Team:

The Fellowship Team works with other ministry teams to facilitate and promote a sense of community within the congregation by creating opportunities for members and guests to interact through service opportunities, fun, and sharing and enjoying the company of each other. All of these activities seek to align with the overall mission of NHCC to make disciples and provide not only for fellowship but a sense of growing in Christ together.

" They devoted themselves to the apostles teaching and to fellowship, to the breaking of bread and to prayer."Acts 2:42

Ministry Team Member Expectations

The Fellowship Team assists in planning and executing church-wide special events, including decorations and food preparations, event set-up and tear-down, helps recruit new members, through serving with a servant's heart.

Areas of service

The Fellowship Team assists as needed with other ministry team's events, plans and executes the annual church picnic, and suggests other events to promote stronger bonds within the congregation.

Goals and Directives for 2015

Jan/Feb -	Assist with Event Center Dedication if scheduled
Feb/March -	Valentine's Day LOVE Food Drive for S.O.N. Ministries
April -	Assist w Rummage Sale for Missions Team if scheduled
May -	Student Ministries Graduation Celebration Brunch
June -	C.I.Y. Group Send-Off Lunch
July/August -	Ice Cream Social & Hot Dog Bonfire
October -	Church Picnic
December -	Children's Christmas Program Assist

Revised 1/2015

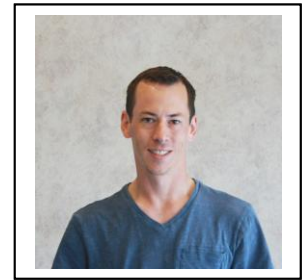
Ministry Team Directives

Finance

Herb Young & Scott Tungseth, Team Leaders

Leader Contact: hyoung11@cinci.rr.com and
srtungseth@gmail.com

Elder Contact: Herb Young



Purpose of Ministry Team:

The Finance Ministry team seeks to serve Christ through promoting financial stewardship of our congregation. By estimating the financial giving of the congregation and annual expenses, fiscal year budgets are established and administered to meet the needs of each ministry team.

Members of the congregation are given quarterly supporting documentation of giving. Expense reviews are provided to Elders and Ministry Leaders for their scheduled meetings.

Ministry Team Member Expectations

- Honor Christ by assisting in the financial management of the church
- Ensure accurate weekly giving records including cash gifts
- Participate in occasional Ministry Team meetings

Areas of service

- Stewardship of church assets and cash flow
- Reporting financial status to church and church leadership
- Annual budgeting
- Counting and recording of weekly giving
- Offering envelopes
- Overseeing financial support of missions

Goals and Directives for 2015

- Propose optimal level of church savings and use of excess savings with potential options including mortgage prepayments, further capital improvements, and ongoing cash flow support.
- Develop process to email giving statements to congregation for Qtr1-Qtr3

Revised 1/2015

Ministry Team Directives

First Impressions

Bill and Keri Sporing, Team Leaders

Leader contact: wsporing@cinci.rr.com

Elder Contact: Martin Gleason



Purpose of Ministry Team:

In keeping with the mission statement of NHCC to seek the lost and equip the saved, the first impressions team exists to help visitors feel welcome and comfortable and to greet visitors with a smile, cup of coffee and the information needed to enable them to have a great worship experience with NHCC.

We serve as a support for other ministry teams as well as provide an atmosphere for fellowship and worship for all involved in the weekly services.

Ministry Team Member Expectations

Participate with an open mind and a humble heart for service to God and the church

To greet and welcome our family and visitors.

Make coffee for our family and visitors.

Try to answer any questions the visitors might have about our church.

Punctual participation and preparedness for all services

Regularly attend any team meetings—absence must be okayed by leader

Help with special services and events

Help with recruitment of new members

Areas of service

Weekend worship services

Special services for holidays and other events

Organize all areas utilized in storage and upkeep of equipment

Work with Worship team and leader on all scheduling requirements both event and personnel specific

Goals and Directives for 2015

Increase team membership.

We would like to have assigned greeters, coffee bar personnel, and a welcome center person to assist with the responsibility of maintaining the lobby area.

Upgrade the coffee bar area.

If possible, install cabinet doors to help keep storage and inventory organized.

Install locking mechanism on cabinets for better inventory control.

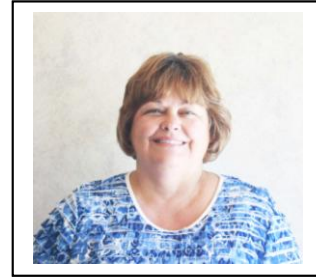
Implement connection cards to better receive first time and repeat visitors.

Other additions:

Ministry Team Directives

Hospitality

Debbie Winkle, Team Leader
Leader contact: dwinkle7@gmail.com
Elder Contact: Jim Stewart



Purpose of Ministry Team:

The team exists as a service to the congregation as well as a means to make disciples. The team's purpose is twofold. First, it is a service to a member or family during a time of need by providing a meal. Secondly, it gives team members an opportunity to grow as a Christian by serving others. Both of these areas are consistent with the present FOCUS and SIGHT paradigms used in the discipleship process as needs are met and growth through service take place.

Ministry Team Member Expectations

A humble heart for service to the Church
Ability to work well with other team members

Areas of service

The team provides meals for church families when a member is coming home from the hospital, when a member is sick and unable to cook for their family, for bereaved families following a funeral, or for a family after the arrival of a new baby.

Goals and Directives for 2015

Recruit team members with the focus on members that haven't helped in the past.

Continue using online scheduling and include more team members. I have received positive feedback from the members that have tried it.

Familiarize members with the Event Center. Have a core group of members that are able to serve in the Event Center when the need arises.

Revised 1/2015

Ministry Team Directives

Missions Ministry

Team Leaders: Tony and Dawn Gast

Leader Contact: dawn_gast@yahoo.com,

a_a_gast@yahoo.com

Elder Contact: Tony Gast



Purpose of Ministry Team:

In keeping with the mission statement of NHCC to seek the lost and equip the saved, the missions team seeks to oversee the outreaches of the NHCC. The NHCC Missions Team will provide numerous opportunities for the congregation to engage in missions through prayer, service, communication and financial support. The Missions Team also manages offerings designated to specific missionaries and missions in general. NHCC currently has ongoing commitments to Open Door Missions (Pel Family, Philippines) Zimbabwe Church Development Ministry (Chickwati Family, Zimbabwe) Ahadi Boys Home (Mim Grooms, Kenya), Mountain Mission School (Grundy, VA), State Avenue Christian Church (Price Hill, Cincinnati)

Ministry Team Member Expectations

Attendance at quarterly meetings

Participation in planning and/or serving with Missions activities

Interest in learning about local and global missions

Interest in directing financial decisions in regards to missions

Goals and Directives for 2015

Add 3 or more team Members

Actively inform congregation about our missionary partnerships

Mountain Mission Service trip July 17-20

State Ave. Back-to-school Carnival August

State Avenue Christmas Party December

Partner with other NHCC Ministry teams to connect with all church members

Revised 2/2015

Ministry Team Directives

Prayer—“Things happen in Heaven when we pray.”

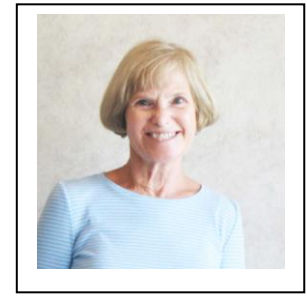
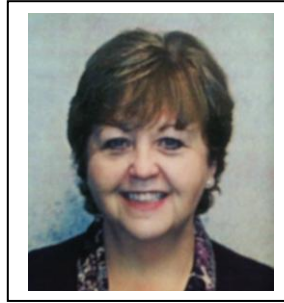
Dottie Gleason

and Glenda Kline, Team Leaders

Leader Contact: djgleason@fuse.net

and glendakline@gmail.com

Elder Contact: Jeff Wotz



Purpose of Ministry Team:

To infuse every member, every activity and every ministry team with prayer.

Encourage prayer for and by the congregation. Produce monthly prayer calendar and bi-annual Prayer Guide for the church family. Provide organized efforts for concentrated prayer. To aid the congregation in developing a deeper prayer life.

Ministry Team Member Expectations

- Each member to attend the monthly meeting
- To pray for individual members of the congregation
- To pray for each Ministry Teams and Staff
- To participate in the rotation of prayer chairs
- To participate in any special prayer event throughout the year

Areas of service

- Publish a bi-annual Prayer Guide
- Publish monthly Prayer Calendar
- To pray for each member of our congregation
- To pray for each activity, Ministry Team and Staff
- Manning the Prayer Chairs

Goals and Directives for 2015

- Help educate our congregation regarding prayer
- Work with staff and leadership to promote prayer
- Create one special event in 2015
- To increase team membership

Revised 2/2015

Ministry Team Directives

Small Groups

Ed Shields, Team Leader

Leader Contact: edshields86@yahoo.com

Elder Contact: Marvin Grooms



Purpose of Ministry Team:

In keeping with the overall mission of NHCC, the small group ministry provides opportunities for members and regular attendees to engage in fellowship and bible study for the benefit of unity, service, and growth in Christ-like character, all to the glory of God. These small groups are intentional gatherings, meeting regularly for the purpose of joining God's mission.

What does it mean to join God's mission? Jesus made it clear when he said:

"Love the Lord your God with all of your heart and with all your soul and with all your mind." This is the first and greatest commandment. And the second is like it: "Love your neighbor as yourself". All the Law and the Prophets hang on these two commandments. Matt. 22:37-40

"All authority in heaven and on earth has been given to me. Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age." Matt. 28:18-20.

These instructions from Jesus help us understand that we are to:

Love God

Love Others

Go and make disciples

Ministry Team Member Expectations

The group agrees to share life together, that they plan when and where to meet and do it regularly

To have a purpose for gathering together

To have a heart for joining in God's mission

Areas of service

To help organize in-home study groups

To help organize affinity groups for Sunday and or Wednesdays

To assist the staff in short term groups to meet for a specific topic

Goals and Directives for 2015

To have 2 affinity group meetings regularly

To identify an individual to be a candidate to lead this ministry in the future

To be able to grow the congregations interest in wanting to be part of a small group

To have a 1 day seminar for people interested in teaching and piloting a small group

Ministry Team Directives

Student Ministries

Team Leader: Ben Walker

Leader Contact: thebenwalker@gmail.com

Elder Contact: Ken Nichols



Purpose of Ministry Team:

The goal of our ministry team is to disciple and equip. That is to say that we strive to create disciples of Jesus Christ who are then able to create more disciples of Christ (2 Tim.2:2). These are three attributes that we set as benchmarks of the success of our student ministry at NHCC.

A Prepared Answer – (1Pet.3:15) It is of utmost importance that we prepare the minds of our young men and women to meet the challenges offered by every cultural paradigm, world view, religious perspective, and skeptical challenge. We all must know our faith well enough to understand it ourselves, defend it before critics, and present it to all who inquire. And further we should know other belief systems and faiths better than do their adherents.

A Spirit of Holiness – (Gal.5:18-25) Being set apart for the use of God means being different from our culture in some very significant ways. Not everyone from our group looks clean cut or maintains the appearance of what some have traditionally expected from church-goers. However, we hold without compromise, that we all must be different (holy) in distinction to the world in the most important ways. In love, submission to our Master, submission to one another, worship, prayer, service, study, and a devoted struggle for personal purity. In short, a life that honors our God.

A Good Time – (Psa.126:1-3) In a word: “Joy”. We strive to make sure our every meeting is characterized by laughter and love. This is to be a place you actually want to be, and a people you want to be around.

Ministry Team Member Expectations

- Desire to faithfully follow Jesus Christ according to the pattern set forth in the scriptures
- Submission to elders of our congregation
- A genuine Christ-like love of teens
- Commitment to diligent exercise of patience with teens
- Willingness to work for the Kingdom

Areas of service

- Teachers and participants for studies throughout the week
- Sponsors and drivers for special events
- Student participants who help shape what we do and how we do it.

Goals and Directives for 2015

- Comparative religion and theological training in the spring months
 - Recruit and attend the CIY Move summer conference
 - Carry out a strong Wednesday evening study throughout the summer months
 - Plan and execute a fall retreat for our student ministries
 - Plan and engage in periodic fellowship events with our teens quarterly
 - Run a weekly gaming night for teens throughout the year.
 - Develop middle school student leaders
 - Maintain consistent prayer for the spiritual depth and numeric growth of our teens during the coming year
- Other additions:

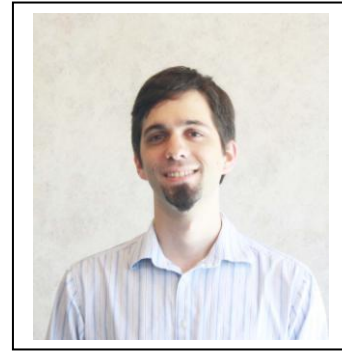
Ministry Team Directives

Technology Ministry

Greg Mefford, Team Leader

Leader Contact: greg@gregmefford.com

Elder Contact: Martin Gleason



Purpose of Ministry Team:

The Technology Team exists at NHCC to support and enable the mission of the church through the use of modern technology. The technology that we establish and maintain assists each of the ministry teams and the congregation in applying the FOCUS and SIGHT strategies in their life and work. Using these strategies, we strive to further NHCC's mission, stated in Matthew 28:19-20: Go, Make Disciples, Baptize, Teach, and Observe Christ's Commands. The team also provides its members with an opportunity to use and develop more advanced IT skills in a nurturing and low-pressure environment.

Ministry Team Member Expectations

- An understanding or desire to learn about and further NHCC's mission (using FOCUS and SIGHT)
- A desire to learn about and help others with the use of technology
- A desire to apply skills and talents toward the improvement of our church and community
- Ability to work well with other team members and other ministry teams
- Patience. Lots of patience. ;)

Areas of service

- Establishing tools with which to collect and analyze performance metrics related to NHCC's mission (Go, Make Disciples, Baptize, Teach, and Observe Christ's Commands)
- Identifying and proposing opportunities to further NHCC's mission through technology
- Providing and maintaining appropriate computers and software for the staff and ministry teams
- Ensuring network and telephone connectivity within and between our two buildings as needed
- Developing and maintaining a web site that meets the needs of the church and the community
- Working with the staff to identify technology gaps and bridge them
- Designing and delivering required technology training to the staff and congregation
- Maintaining an inventory of technology in use by the church, including:
 - Computer hardware, software, and licenses
 - Network and telephone equipment
 - Audio/Visual equipment
 - Printers and copiers

Goals and Directives for 2015

- Set up computers in the downstairs classrooms with PowerPoint (February 2015)
- Formalize the team structure a little more to define members' roles (March 2015)
- Collect an inventory of technology equipment (March 2015)
- Identify a minimal set of NHCC mission performance metrics to be tracked over time (July 2015)
(At least one each: Go, Make Disciples, Baptize, Teach, and Observe Christ's Commands)
- Re-think the TV in the lobby – can we make it more useful or better-quality? (September 2015)
- Review the website content – what's missing? What needs work? Next steps? (November 2015)

Other additions:

Revised 1/2015

Ministry Team Directives

Worship Operations

Don Winkle,
Terry Hartley,
and Martin Gleason, Team Leaders
Leader Contact: dwinkle@juno.com,
Martin.Gleason@novartis.com,
thartley@fuse.net
Elder Contact: Shane Hartley



Purpose of Ministry Team:

The worship operations team handles all needs related to our corporate worship service including, but not limited to assigning ushers, assigning servers, communion preparation, communion clean up, caring for baptistery robes, praying before communion, praying after the offering, and ordering supplies. We strive to make Sunday mornings a smooth and orderly experience with seamless transitions so that people can focus on learning God's word and fellowshiping with members of our church. We want to provide necessary services in a way that would be both pleasing to our Lord and are in keeping with the overall mission of NHCC to make disciples.

Ministry Team Member Expectations

- A schedule of servers and ushers will be made quarterly
- If you are scheduled to serve you need to be present or find a replacement
- Be approachable and available to talk with current members, potential members, and visitors
- Perform your duties in a Godly way
- Be willing to step up and help out with corporate worship in any way
- Represent Northern Hills Christian Church in a positive way

Areas of service

Weekend worship services and occasionally and special event

Goals and Directives for 2015

- Continue to keep numbers high so that the same people are not always participating
- Recruit 5 additional women to serve on this team
- Train others about the scheduling process so that other people know how it's done and can help if needed

Revised 1/2015

Ministry Team Directives

Worship and Music Ministry

Todd Jefferson, Team Leader

Leader Contact: rowzdower@gmail.com

Elder Contact: Ken Nichols



Purpose of Ministry Team:

In keeping with the mission statement of NHCC to seek the lost and equip the saved, the worship and music ministry team exists to lead Christ's church in honest, Spirit led worship from the heart in response to God's work and person. Along with this we seek to provide the members at NHCC the opportunity to serve, fellowship, and grow as disciples of Jesus within a team dynamic that utilizes their talents and gifts for God's kingdom. Though music style is subjective, music itself is a beautiful tool used by this ministry team to communicate the truth of God, His word and work, to all people regardless of age, background, or culture. Along with music this team provides other opportunities for worship that include all other spiritual disciplines (prayer, service, giving, biblical meditation, fasting, etc.) that build for a lifestyle of worship that is lived out every moment of every day.

Ministry Team Member Expectations

A humble heart for service to the Church

A distraction free level of musical/instrumental/vocal ability as determined by the team leader

A desire to grow and improve as a disciple and leader

Ability to work well with other team members and other ministry teams

Individual practice time prior to rehearsal

Punctual participation and preparedness for all team rehearsals

Punctual participation and preparedness for all services

Attend quarterly team meetings

Help with special services and events

Help with recruitment of new members

Take direction and instruction from team leader

Areas of service

Weekend worship services

Special services for holidays and other events

Special music by soloists or ensembles

Creative use of multimedia to assist service theme

Goals and Directives for 2015

- Find and implement new songs—ongoing (no more than 10 per year)
- Education program for continued training during the Summer or Fall months—yearly event
- Refine service coordination team for all services—5 new member team starting Fall of 2015
 - work on more discipleship elements for team members—FOCUS SIGHT plans
- Restructure core teams February 1st.
- Include more mission team events in worship time—at least once a quarter
- Update worship presentation software for 2015 by Summer

Additions: