



LifePoint Servant Guide

PREFACE

This guide is designed to help you find a place to serve at LifePoint. It is stock full of opportunities to get involved in the life of our church.

Before you begin, consider three things:

- How much time you can commit to serving
- Where your gifts and talents might be best used
- Where God has called you to serve.

How To Use This Guide

All of the serving positions at LPC are listed in this guide; however, not all of the listed positions are always open.

If you're interested in a position, contact the position's coordinator. Contact names and e-mail addresses are listed with each ministry area.

If you'd like to serve in a position that isn't listed or that hasn't been created, please contact Pastor Lane by e-mail at lharrison@lifepoint-ozark.com.

WORSHIP

WORSHIP EXPERIENCE BAND & VOCALISTS

Dennis Smith
dsmith@lifepointozark.com

Lead worship for Sunday services. Auditions and weekly Tuesday evening rehearsals required.

COMMUNITY

KidLife Children's Ministry

Christin Harrison
charrison@lifepointozark.com

IMPEL SUNDAY MORNING TEACHERS

Teach preteens in small groups on Sunday mornings.

IMPEL WEDNESDAY NIGHT TEACHERS

Teach preteens in small groups on Wednesday nights.

KID CLUB HELPERS

Assist teachers with children in small groups on Wednesday nights.

KID CLUB TEACHERS

Teach children in small groups on Wednesday nights.

KID COMMUNITY HELPERS

Assist teachers with children in small groups on Sunday mornings.

KID COMMUNITY REGISTRATION ASSISTANTS

Register and sign in children on Sunday mornings.

KID COMMUNITY TEACHERS

Teach children in small groups on Sunday mornings.

SUNDAY EVENING CHILDCARE

Kellie Webb
kwebb@lifepointozark.com

Cares for children birth to sixth grade during Sunday night events such as Celebrate LifePoint, Explore LifePoint, and the Navigation Series.

Apex Youth Ministry

Chris Bryant
cbryant@lifepointozark.com

GUYS / GIRLS DISCIPLESHIP GROUP LEADERS

Lead and mentor 2-3 students weekly. Curriculum / Bible study material provided. Guys with guys and girls with girls. No necessary age lines.

SECRETARY

Administers Apex student information and assists Apex leadership in event organization.

**SERVANT / MISSION PROJECT
COORDINATOR**

Facilitates and executes Servant and Mission Projects for the youth.

Young Adult Ministry

Dallas Gilion
dgilion@lifepointozark.com

ACTIVITY PLANNERS

Plan regular social and service activities. Work closely with the e-mail coordinator.

E-MAIL COORDINATOR

Circulates prayer requests and the activities calendar each week via e-mail. Works closely with the activity planners.

FOLLOW-UP COORDINATOR

Assures that new members and visitors find it easy to assimilate into the ministry.

PROJECTS COORDINATOR

Coordinates projects outside of the LPC community to meet needs in Jesus' name.

**YOUNG ADULT ACOUSTIC
BAND & VOCALISTS**

Lead acoustic worship for mid-week acoustic services.

Adult Ministry

COMMUNITY GROUP LEADERS

Matt Solidum
msolidum@lifepointozark.com

Facilitate Bible study and discussion at Community Group.

MEN'S MINISTRY

Lane Harrison
lharrison@lifepointozark.com

Organizes regular meetings, disciple-making groups, and community events for LifePoint men.

WOMEN'S MINISTRY

Heather Gilion
hgilion@lifepointozark.com

Organizes regular meetings, disciple-making groups, and community events for LifePoint women.

SERVANT TEAMS

LPC uses servant teams to structure opportunities for people to serve within the church on a regular basis.

ADMINISTRATION

Sarah Austin
saustin@lifepointozark.com

Helps the Assistant to the Elders in routine office work: folding bulletins, filling guest packets, preparing mailouts, etc.

CELEBRATE LIFEPOINT

Sets up and cleans up for Celebrate LifePoint.

FACILITY

Helps with projects around the LPC building and land several times a year.

HOSPITALITY

Jennifer Taylor
jtaylor@lifepointozark.com

Hosts LifePoint Cafe and LPC community events.

MEALS OF MERCY

Anne Riley
anne@alpacaoz.com

Provides meals for families during times of need: birth of a child, injuries and illness, death of a loved one, etc.

SERVANT PROJECT

Ben Brendle
intern@lifepointozark.com

Works under the Servant Project coordinator and helps organize projects outside of LPC.

USHERS

Sean Taylor
ozarktaylor@gmail.com

Assist with offering, seating, watching doors, invitation, counting people, and meeting needs of people during Worship Experience.

**CONNECTIONS
MINISTRY**

Micah Osborne
mosborne@lifepointozark.com

CONNECTION FACILITATOR

Works under the Director of Connections to connect people to the LPC community through events and follow up.

FIRST POINT

Welcomes people and introduces first-time guests to LPC. Hands out bulletins and guest information packets as greeters and hosts on Sundays.

CREATIVE COMMUNICATIONS

Chris Austin
caustin@lifepointozark.com

Production Arts

PRODUCTION ARTS COORDINATOR

Leadership

Oversees all areas of the production arts as well as directs all rehearsals and events. Additional responsibilities include scheduling, leadership and volunteer training, development, equipment selection and maintenance, and creative planning for events. All candidates for Production Arts Coordinator are required to go through volunteer and leadership training in all three areas of production as well as intern for at least six months with an existing Production Arts Coordinator. Attendance at all rehearsals and events is required as well as Creative Communications leadership meetings.

LEAD AUDIO TECHNICIAN

Leadership

Runs sound console for all events. Responsible for maintaining quality and consistency of sound, dealing with advanced audio-related tasks, and training assistants. All candidates for leadership are required to go through eight hands-on training sessions and have volunteered in audio for at least six months. Attendance at all regularly scheduled rehearsals and events is required. Must be available for other events and leadership meetings as necessary.

AUDIO ASSISTANT

Volunteer

Assists Lead Audio Technician during rehearsals and events. Responsibilities include various audio-related preparations, music selection and playback, and filling in on the sound console as appropriate. All audio assistants are required to go through four initial training sessions. Attendance at scheduled rehearsals and events is required. Assistants are encouraged to remain on-call for additional events as necessary. Scheduling is on a rotation basis.

LEAD VIDEO TECHNICIAN

Leadership

Runs video mixer and master video controls for all events as well as creates and edits videos. Responsible for maintaining quality and consistency of video, dealing with advanced video-related tasks, and training assistants. All candidates for leadership are required to go through eight hands-on training sessions and have volunteered in video for at least six months. Attendance at all rehearsals and events is required. Must be available for other leadership events as necessary.

VIDEO ASSISTANT

Volunteer

Assists Lead Video Technician during rehearsals and events. Responsibilities include executing lyrics for events as well as various video- and lyric-related preparations. All video assistants are required to go through four initial training sessions. Attendance at scheduled rehearsals and events is required. Assistants are encouraged to remain on-call for additional events as necessary. Scheduling is on a rotation basis.

LEAD STAGE TECHNICIAN

Leadership

Maintains stage setup and stage equipment as well as oversees the creation and implementation of event-specific scenery and decor. All candidates for leadership are required to go through eight hands-on training sessions and have volunteered in stage for at least six months. Attendance at all rehearsals and events is required. Must be available for other events and leadership meetings as necessary.

STAGE ASSISTANT

Volunteer

Assists Lead Stage Technician during rehearsals and events. Responsibilities include general stage prep and organization, assisting production crew and musicians as necessary during events, loading and unloading equipment, and creation and implementation of event-specific scenery and decor. All stage assistants are required to go through four initial training sessions. Attendance

at scheduled rehearsals and events is required. Assistants are encouraged to remain on-call for additional events as necessary. Scheduling is on a rotation basis.

Visual Arts

VISUAL ARTS COORDINATOR

Leadership

Oversees all areas of the visual arts, coordinates art projects and installations, and develops artistic involvement within LifePoint and the community. Additional responsibilities include conducting project critiques as well as ongoing artistic development and training with volunteer artists. All candidates for Visual Arts Coordinator are required to have consistently volunteered as a LifePoint artist for at least two years and have a broad knowledge of all major visual arts as well as a deep knowledge of their artistic emphasis. Attendance at various community art events is required, including First Friday Artwalks and Artsfest. Must be willing to sacrifice time throughout the week to oversee, critique, and/or personally work on various art projects for the church and the community.

ARTISTS

Volunteer

Engage the people of LifePoint and the community with Jesus through visually compelling pieces. Will work directly with the Visual Arts Coordinator to develop and create appropriate artistic pieces to be used within the church, during specific events, and throughout the community. Responsibilities include attending scheduled project critiques and brainstorm sessions, installing finished pieces, ongoing development of artist's emphasis, and attending various community art events. Must be willing to sacrifice the time needed to complete the scheduled art piece by the deadline. Involvement is generally on a per-project basis based on emphasis.

DESIGNERS

Volunteer

Involved with the visual communication and layout of LifePoint's print and web materials. Will

work directly with the Visual Arts Coordinator to develop and create appropriate designs for various pieces including bulletins, billboards, promotional posters and cards, as well as web banners and visual components for the website. Responsibilities include participating in various scheduled project critiques and brainstorm sessions, working within tight timeframes, and attending various community art and design events. All designers are required to have access to legal copies of Adobe's Creative Suite software. Access to a digital camera and scanner is preferred. Must be willing to sacrifice the time needed to complete scheduled projects by their deadlines. Involvement is generally on a per-project basis.

Language Arts

LANGUAGE ARTS COORDINATOR

Leadership

Oversees all areas of the language arts, coordinates content development for both print and web, and develops written communication within LifePoint and the community. Additional responsibilities include conducting peer reviews and critiques of selected works, editing written content, development of writers and contributors within the church and the community, and maintaining consistent standards for the web and written documents. All candidates for Language Arts Coordinator are required to have consistently volunteered as a Language Arts volunteer for at least two years and have a broad knowledge of various language arts including writing, editing, and intermediate web development as well as a deep knowledge of their emphasis. Attendance at various community writing and language art events is required. Must be willing to sacrifice time throughout the week to oversee, critique, and/or personally work on various language/writing related projects for the church and the community.

WEB DEVELOPERS & PROGRAMMERS

Volunteer

Involved with the development of LPC Online, other LifePoint Web projects (Facebook and MySpace accounts, blogs, podcasts, RSS feeds, etc.), and miscellaneous programming projects. Knowledge of XHTML, CSS, PHP, XML, JavaScript, and MySQL is encouraged, but not required. Responsibilities include attending scheduled meetings and completing projects on time. Involvement is generally on a per-project basis.

WRITERS & EDITORS

Volunteer

Involved with the development of LPC's print and online documentation. Knowledge of copywriting, proofreading marks, Adobe InDesign, and Microsoft Word is encouraged. Responsibilities include attending scheduled meetings and completing projects on time. Involvement is generally on a per-project basis.

ELDER-APPOINTED SERVANT TEAMS

Elder-appointed servant teams are formed by the elders to help in administrating various areas of leadership in the church.

DEVELOPMENT TEAM

Kyle Jessen
jesskyl@us.hilti.com

Provides general oversight to the development and needs of LPC's facilities and future development.

FINANCE TEAM

Blake Souter, treasurer
blake@covenantchurchpews.com

Frank Clark, administrator
flclark@mchsi.com

Matt Solidum
Scott O'Dell

Oversees the collection, recording, check writing, and handling of all financial matters.

PERSONNEL TEAM

Al Webb
awebb@sprg.mercy.net

Provides general oversight and advisement to elders for personnel issues, including paid and key ministry leadership, as well as the hiring, firing, and handling of any personnel matters that arise.