

PORT MATILDA BAPTIST CHURCH

MINISTRY BOOKLET



EVERY MEMBER A MINISTER

"Having gifts that differ according to
the grace given to us, let us use them..."

Romans 12:6a

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MINISTRY STRUCTURE



We purpose to offer lives of authentic worship to Jesus Christ by making disciples, equipping them for ministry, and commissioning them into the world according to the Scriptures.

Each ministry at PMBC has an appointed team leader who oversees the details of that ministry. Each team leader works directly with our pastor to ensure ministries run efficiently and bring ultimate glory to God. Leaders work closely with “point people” to accomplish all the specific jobs within that ministry. This structure has been designed to ensure everyone has a place of service to the Lord. To get involved in a ministry, please see the ministry leader, and they will answer the questions and get you plugged in!



CHILDREN'S MINISTRIES

ASHTON SHULTZ

Biblical Purpose:

The purpose of the Children's Ministry Team is to serve the congregation by supporting families of children from birth through fifth grade in (1) offering programs that teach children about Scripture; specifically, the gospel, verse memorization, and biblical history, and (2) maintain a volunteer staff that is able and willing to assist children in developing Christlike character.

Description:

This ministry works with children from birth to grade 5, teaching biblical content from provided curriculum resources, modeling Christlike qualities, and assisting children in working through issues in a biblical way.

MINISTRY NEEDS:

- **Sunday School & Junior Church**
 - Person needed to make monthly schedule for volunteers
 - A list of volunteer names and numbers will be provided
 - Helpers needed to assist teacher in the PreK during the Sunday School hour
- **Treehouse**
 - Leaders/Helpers needed for each segment (group leaders, snack time, game time, craft time and lesson time)
- **Nursery**
 - Person needed to make monthly schedule for volunteers
 - A list of volunteer names and numbers will be provided
 - Volunteers needed to maintain care of infant and toddler children by following guidelines outlined in the Children's Ministry policy
 - Person(s) needed to sanitize nursery toys every two months
- **VBS**
 - Volunteers needed for decorating, group leaders, snack time, game time, craft time and lesson time
- **Clearances**
 - Person needed to collect and keep a record of all clearances for volunteers working with children and teens and ensure that clearances remain up-to-date



CONGREGATIONAL CARE

TOM NEFF

Biblical Purpose:

The purpose of the Congregational Care Ministry is to support, encourage, and edify the congregation at large to grow in godliness through biblical (1) communication, (2) counseling, and (3) church involvement.

Description:

This ministry assists our pastors in caring for the various spiritual, physical, and emotional needs of the individual members of the congregation.

MINISTRY NEEDS:

- **Visitation**

- Volunteers needed for delivering gift bags as needed
- Volunteers needed to follow up on visitor information cards as needed
- Volunteers needed to assist with general congregational care as needed
- See the Deaconess Ministries page for further opportunities (pg. 13)

Notes:



FACILITIES CARE & MANAGEMENT

BRYAN CAMPBELL

Biblical Purpose:

The purpose of the Facilities Care and Management Team is to serve the congregation by providing aesthetically pleasing and functionally safe church properties through general care and maintenance.

Description:

This ministry maintains the church building and property so that it is safe, clean, and aesthetically pleasing.

MINISTRY NEEDS:

- **Landscaping**
 - Volunteers needed to help with landscaping when contacted by the point person
- **Mowing**
 - Volunteers needed to be put on a mowing/weed eating schedule organized by the point person
- **Cleaning**
 - Volunteers needed to clean a part of the church weekly by following the church cleaning instructions (no volunteer will spend more than one hour per week cleaning at the church)
- **Snow Removal**
 - Volunteers needed to shovel and salt sidewalks for all church properties (church building, 107, and 109)
- **Managing Church Supplies**
 - Person needed to manage and purchase church supplies using church funds

Notes:



HOSPITALITY & SAFETY TEAM

RICH REESE

Biblical Purpose:

The purpose of the Hospitality and Safety Team is to serve the congregation and visitors by providing: (1) a safe atmosphere for worship, (2) a friendly and joyful atmosphere for worship, (3) a convenient atmosphere for worship, and (4) a comfortable atmosphere for worship.

Description:

This ministry makes visitors and regular members of the church feel welcome while providing a safe environment to worship together. It also manages the scheduling for use of the education building to outside community members.

MINISTRY NEEDS:

- Hospitality
 - Volunteers needed to serve as greeters for the morning worship service on a rotating basis
 - Volunteers needed to actively be looking for visitors and making them feel welcomed during church services
- Safety
 - Volunteers needed to help with security on a rotating basis
- Misc
 - Volunteer needed to manage facility rentals (scheduling and collecting payments)



YOUTH MINISTRY PASTOR NOAH HOOVER

The Biblical Purpose:

The purpose of the PMBC Nextgen ministry is to provide students with the tools and community necessary to pursue Jesus Christ passionately and personally.

Ministry Description:

- **Biblical Teaching**
It provides biblical teaching to our youth through faithfully communicating scriptural truth as intended by God. It also provides biblically sound resources for students to study further.
- **Genuine Worship**
It teaches our youth the nature of true worship and models worship in spirit and truth (John 4:24) in an atmosphere conducive to biblical worship.
- **Spiritual Help**
It provides counseling for any student in need of greater spiritual help and direction by being available and willing to answer the questions that students ask.
- **Discipleship**
It instills a spirit of leading through example in our Nextgen Leaders (1 Cor. 1:11). Our leaders hold themselves to a higher standard of holiness as a model for our students and regularly seek to appropriately involve themselves in the lives of our students.
- **Family Focus**
It recognizes that the family is God's primary means of discipleship and leadership for students by providing families with any resources desired to aid them in the raising of godly students.

MINISTRY NEEDS:

If you are interested in helping in the youth ministries,
please see Pastor Noah Hoover.



MEN'S MINISTRY

JIM NOLTEN

Biblical Purpose:

The purpose of Men's Ministry is to equip men to serve Jesus Christ in their (1) family, (2) church and (3) community.

Description:

This ministry equips men to serve their families by developing Christian character and by developing life-management skills (i.e. marriage; child-rearing; self-discipline; finances; etc.). In addition, it equips men to serve their church by discovering spiritual gifts and developing skills to serve. Finally, it equips men to serve their community by developing evangelism skills and identifying community project opportunities.

MINISTRY NEEDS:

If you are interested in helping in the men's ministry,
please see Jim Noltén.



WOMEN'S MINISTRY MARSHA HOOVER

The Biblical Purpose:

The purpose of Women's Ministry is to equip women to fulfill their Biblical role as godly women in their homes, church, and community.

Description:

This ministry develops Christian character in women through Bible studies and mentoring. It provides monthly events specifically designed for women, allowing them to build relationships with other women and grow spiritually. It also offers opportunities to serve others through community projects and reach others with the gospel.

MINISTRY NEEDS:

If you are interested in helping in the women's ministry,
please see Marsha Hoover.



SPECIAL EVENTS KAREN WALK

The Biblical Purpose:

The purpose of the Special Events Team is to glorify Jesus by providing activities that bring the church together in an atmosphere that (1) develops friendships, (2) allows for ministry one to another, and (3) provides opportunities for reaching out to others in love with the gospel.

Description:

This ministry plans activities and events that provide opportunities for people to develop relationships in an atmosphere of love and encouragement.

MINISTRY NEEDS:

If you are interested in helping with future events, please see Karen Walk. (This may include setting up, decorating and/or tearing down.)

DEACONESS MINISTRIES



**Faye
Gray**



**Marilyn
Warrender**



**Linda
Confer**



**Libby
Reese**

The Biblical Purpose:

The purpose of Deaconess Ministries is to serve the church as a whole with Christlike care and encouragement including but not limited to: (1) ministering to those recovering from illness, (2) providing meals when necessary, (3) promoting the message of Jesus through Operation Christmas Child, (4) sending flowers and cards to those who are grieving and in need of encouragement, (5) managing the church prayer chain, (6) and meeting any needs that promote and support the church body at large.

Description:

Deaconess Ministries exist to serve Christ by providing loving care for those who are in physical and spiritual need. This is a broad ministry that can include various types of service relating to care for people and the church facility as appropriate.

MISSIONS:

- **Christmas Shoe Boxes-** This ministry provides a missions opportunity for our church by organizing the Operation Christmas Child program during the holiday season.

MINISTRY NEEDS:

- **Meal Ministry**
 - Volunteers needed to make meals for church members when contacted by the deaconesses
- **Card Sending**
 - Volunteers needed to send cards when contacted by the point person

If you are interested in being added to the PMBC prayer chain, please contact Marilyn Warrender or Faye Gray.

EVANGELISM & OUTREACH TEAMS



Common Food Outreach

BILL & SHAUNA NEVEL

Description:

This ministry organizes and manages monthly Common Food distribution. It also manages extra food deliveries that need to be distributed as they become available.



Bread Ministry

WILL & IRENE WILLIAMS

Description:

This ministry provides bread as an outreach to the community every Thursday and to our church attendees two Sundays per month.

MINISTRY NEEDS:

- Common Food Distribution (3rd Saturday of each month)
 - Volunteers needed to come and bag up food items
 - Volunteers needed to come and load food into cars
- Bread Ministry
 - Volunteers needed to pick up bread at Wegmans in State College two Saturdays per month on a rotating basis
 - Volunteers needed to pick up bread at Wegman's in State College on Thursdays on a rotating basis

"EVERY MEMBER" SURVEY

Not sure where your talents/skills fit into the ministries of PMBC? We can help find a spot for you! Fill out the survey below and turn it in.

Name:_____

Contact Info:

(_____)_____-_____

Please check the boxes next to the skills you are willing to use.

- ☐ Teaching
- ☐ Cleaning
- ☐ Plumbing
- ☐ HVAC
- ☐ Carpentry
- ☐ Landscaping
- ☐ Sewing
- ☐ Floral Arranging
- ☐ Decorating
- ☐ Cooking
- ☐ Baking
- ☐ Auto Mechanic
- ☐ Appliance Repair
- ☐ Secretarial Skills
- ☐ Card Making/Scrapbooking
- ☐ Finance/Accounting
- ☐ Legal guidance (Law, Insurance, Policies, etc.)
- ☐ _____
- ☐ _____

☐ Check this box if you are interested in a small group Bible study on spiritual gifts.

TEAM LEADER CONTACT INFO:

If you have any questions about any of these ministries, please contact the team leaders.

Children's Ministry

Ashton Shultz
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Congregational Care

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Facility Care & Management

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Hospitality & Safety

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Men's Ministry

Jim Nolten
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Women's Ministry

Marsha Hoover
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mdhooverf4@gmail.com

Youth Ministry

Pastor Noah Hoover
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Special Events

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Deaconess Ministries

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Evangelism & Outreach

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