



Living to the Glory of God

Recognizing and Celebrating our Gifts

Dear Friends,

In our Christian faith we acknowledge that we bring and offer many different kinds of gifts as we "live to the Glory of God". Our gifts are essential to the variety and richness needed to be a vibrant community of faith. We offer this booklet as a resource for showcasing our many different ministries and encouraging others to join us in this necessary and important part of our life together.

We have a wide range of activities and groups and are always willing to consider the formation of new groups that would add to our life together, particularly those helping us live out our parish mission.

We use our gifts in worship and in service to nurture our relationship with God and with one another. Our groups and activities help us to remain connected and to enjoy the richness of our community life.

We all have a ministry through our baptism and through our membership here at St. Mark's. There are many ministries needed in the life of our parish. Ministry includes a wide variety of activities from using one's talents in our flower garden to chairing one of our regular committees. All are needed and all are necessary.

If you would like more information about any particular group please use the contact information to get started. Let us celebrate our giftedness as we work together to the glory of God.

In the love of our Lord Jesus,

St. Mark's Ministry Team

Ministry Name: Eucharistic Ministers

Description:

Eucharistic Ministers exercise a ministry of service within the weekend services and sometimes off site at various nursing homes. They are trained by the clergy and licensed by the bishop for this ministry. They are either recruited by the clergy or they volunteer, however all potential candidates are approved by the Vestry. Eucharist Ministers are placed on a schedule suited to the service they attend.

Meeting Times:

There is no regular meeting time, however special meetings may be called if the need arises.

Contact Information:

Clergy 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

If you feel called to this ministry please speak to one of the clergy for follow up.

Ministry Name: Rector's Discretionary Fund

Description:

Often times the clergy are called upon to respond to needs for assistance. Some of these may be of an emergency nature. The discretionary fund provides a valuable source of confidential funding. These needs cover a wide range of possibilities, and also cover costs associated with Christmas hampers, ANC hampers and other projects throughout the year.

Meeting Times:

There are no meeting times associated with this ministry

Contact Information:

Name: Rev. Robert Cooke

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities:

At specific times like Christmas, Easter or Confirmation, the Discretionary Fund is promoted as one of several choices for memorial donations or donations in general. These usually provide sufficient funds for this ministry.



Ministry Name: Lenten Lunches

Description:

During the first five Tuesdays of Lent we will explore a Lenten theme where we will invite special guest presenters to come and talk to us. These speakers give us a wider glimpse into their topic and activity. Like the Advent Cafés we encourage questions and participation. It is a great way to observe Lent by learning more about our surroundings.

Meeting Times:

Usually the first five Tuesdays of Lent from 12:15 to 1:15 p.m.

Contact Information:

Name: Clergy

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities:

For each luncheon we need people to set up and prepare the tea and coffee, and then to clean up and break down the tables. The time demand for this ministry is fairly reasonable.



Ministry Name: Emmaus House Food Bank

Description:

We support the ecumenical ministry of the Emmaus House Food Bank by collecting food throughout the year and for special occasions. At regular intervals the food is taken to the food bank for sorting and distribution.

Meeting Times:

There are no meeting times associated with this ministry.

Contact Information:

Clergy 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

Your ongoing donation of food keeps this ministry functioning throughout the year. You may learn more about the food banks through the Community Food Sharing Association at www.cfsa.net.



Ministry Name: Distribution Team

Description:

The Distribution Team is organized to carry out our parish mail delivery needs several times a year. Our parish is divided into zones and each zone has an assigned captain to deliver mail that is not picked up at the church. This is a time-sensitive ministry that both facilitates communication and saves the parish significant postage expense each year.

Meeting Times:

There are no meeting times associated with this ministry, however the distribution of mail in this manner takes place 6-7 times a year.

Contact Information:

Office Manager 726-3213 st.marks@nf.aibn.com

Ministry Opportunities:

We are frequently in need of new captains. You may volunteer to be a captain in your zone or another that is currently vacant.



Ministry Name: Advent Cafés

Description:

Each Advent we run three café-style gatherings focusing on a specific theme to help use Advent as a time of preparation. Everyone is invited to bring a friend and their bag lunch, while tea and coffee will be provided. During the cafés we encourage questions and discussion.

Meeting Times:

Usually the first three Tuesdays of Advent from 12:15 to 1:15 p.m.

Contact Information:

Name: Clergy

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities:

For each café we need people to set up and prepare the tea and coffee, and then to clean up and break down the tables. The time demand for this ministry is fairly reasonable.



Ministry Name: Quiet Days

Description:

During Advent and Lent St. Mark's sponsors a Quiet Evening. In a time-sensitive world these events afford a quiet oasis in our busy lives. Usually the Quiet Evening centers on the theme used for our Advent and Lenten seasons.

Meeting Times:

One evening each in Advent and Lent, usually towards the end of the seasons.

Contact Information:

Name: Clergy

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities:

This ministry is fairly self-sufficient. There is always an invitation to promote and invite others to these evenings.



Ministry Name: Gift Bearers

Description:

Gift Bearers perform a service ministry representing the offering of the congregation by bringing forth the elements of bread, wine and water for the Eucharistic celebration on Sunday at 10:30 and other special occasions.

Meeting Times:

There are no meeting times associated with this ministry.

Contact Information:

Vi Drover 753-8324 vdrover@nl.rogers.com

Ministry Opportunities:

If you would like to participate in this ministry please contact Vi – she would be glad to add you to the schedule.



Ministry Name: Gift Hampers

Description:

Each year St. Mark's provides a substantial hamper for ten families and three single people from the Association for New Canadians. The gifts are items that are geared towards their needs and provide a great ministry of welcome and hospitality. The congregation chips in to bring in the items requested, to sort, pack and deliver these hampers just before Christmas.

Meeting Times:

There are no meeting times associated with this ministry.

Contact Information:

Church Office 726-3213 st.marks@nf.aibn.com

Ministry Opportunities:

In late November or early December a display board will be placed in the hall with a list of items needed for the hampers. To volunteer for delivery, please call the office.



Ministry Name: Men's Outings

Description:

Several times a year we gather together a group of men to go out for a meal. These outings are informal with no agenda other than fellowship. Men will be notified of these events via the bulletin and parish email.

Meeting Times:

A couple of times a year at a local restaurant.

Contact Information:

Name: Clergy

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities:

This is a fellowship event and parishioners are encouraged to invite their friends.



Ministry Name: Property Committee

Description:

Under the direction of the clergy and vestry, the property committee responds to routine maintenance concerns and special concerns as they arise. This committee has a direct liaison with the vestry.

Meeting Times:

There are no set times associated with this ministry. The group meets when needed.

Contact Information:

Name: Rev. Robert Cooke

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities:

We have need of many talents pertaining to our St. Mark's property. If you have a special talent or skill to offer (e.g. painting, electrical work, plumbing, etc.), please contact the Chair to indicate your interest. There are also other areas where most people can pitch in to help accomplish a task. We would love to hear from you!



Ministry Name: Christmas Hampers

Description:

Each year St. Mark's gets around 25 requests for Christmas Hampers which help needy families have a most enjoyable Christmas. These hampers focus on the food supplies for a traditional Christmas dinner with the inclusion of a gift for any children in the family. The needs for this large undertaking are well supported by the parishioners' response to the requests for food items. Our C.L.B. and Confirmation Class help in the sorting and packaging of these hampers. While many are picked up at the church, some are delivered.

Meeting Times:

The only meeting times associated with this ministry are those for the C.L.B. and the Confirmation Class.

Contact Information:

Church Office 726-3213 st.marks@nf.aibn.com

Ministry Opportunities:

The entire congregation is given an opportunity to donate to this ministry through our regular service. To volunteer for delivery, please contact the office.



Ministry Name: Hospitality

Description:

On Sundays following the 8:30 and 10:30 worship we provide refreshments for the congregation. This hospitality ministry encourages fellowship and extends a welcome for new members and visitors. We have a schedule for parishioners to set up, serve and clean up. While some bring homemade goods for their turn, it is not an expectation of this ministry. Once a month following the 5:00 p.m. Saturday worship we gather after the service for soup and fellowship.

Meeting Times:

There are no meeting times associated with this ministry.

Contact Information:

Louise Rice (10:30 worship) 753-3740

Clergy (5:00 worship) 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities: Volunteers are always welcome to join the list and be added to the schedule for a particular service.



Ministry Name: Prayer Writing Group

Description:

This group meets monthly to organize a Prayer Writing schedule to be used in worship on Saturdays and Sundays. Group members will have the opportunity to write the prayers based on our regular format. The group's work is accomplished in the context of prayer. We will provide an orientation and education sessions on prayer writing on a regular basis. Members of this group can volunteer to read the prayers as well.

Meeting Times:

7:00 p.m. on the second Tuesday of each month from September to June.

Contact Information:

Name: Rev. Robert Cooke

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities: This group welcomes new members at any time.



Ministry Name: Vestry

Description:

Our church governance requires we elect a vestry to give leadership to the work and ministry of the parish. Most members are elected and some are appointed for select roles. A normal membership term is three years. Vestry members are encouraged to take on leadership roles within parish life. Early each year a nominating committee is formed and the congregation is made aware of the opportunities for people to volunteer or be nominated for a vestry position.

Meeting Times:

Vestry normally meets on the second Wednesday of the month from September to June.

Contact Information:

Name: Kim Petley (People's Warden) Rosalind Bartlett (Rector's Warden)

Phone: Kim – 754-6909 Rosalind – 579-2218

Email: Kim - kimpetley@nf.sympatico.ca Rosalind - r.bartlett@bellaliant.net

Ministry Opportunities:

You may indicate your interest in Vestry at any time by contacting the clergy or wardens.



Ministry Name: Long Term Care Facility Volunteers

Description:

On the first Wednesday of every month (except August) St. Mark's conducts a service of Holy Communion at the Long Term Care Facility in Pleasantville. We visit units and transport patients to the chapel and return them afterward. Following the service some assist with Communion as we visit those who cannot physically get to the chapel. This is a wonderful service-oriented ministry.

Meeting Times:

The first Wednesday of each month at 1:30 p.m. for the 2:00 p.m. service.

Contact Information:

Clergy 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

If you are interested in this ministry please speak with the clergy – they would love to hear from you!



Ministry Name: Readers

Description:

We encourage parishioners to be involved in many aspects of our weekend services. Reading the lessons is one way for people to participate. While there is no regular meeting of this ministry, training is possible if desired. Readers are placed on a schedule and readings are emailed in advance.

Meeting Times:

There are no regular meeting times associated with this ministry.

Contact Information:

Clergy 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

We can always use a few more readers at each service. To offer yourself for this ministry, please contact the office or speak with one of the clergy.



Ministry Name: Saturday Band

Description:

Our Saturday Band meets weekly for rehearsals and services. It is a contemporary worship band whose members enjoy being together, playing and singing contemporary music for our Saturday evening worship.

Meeting Times:

Every Saturday from September to May at 4:00 p.m. to practice before the 5:00 p.m. worship.

Contact Information:

Name: Gilbert Butt

Phone: 895-6492

Email: gilbertbutt@hotmail.com

Ministry Opportunities:

The band is open to anyone brave enough to give this group a try. We even have a set of drums just waiting for a drummer!



Ministry Name: Junior Choir

Description:

St. Mark's Junior Choir offers youth of the parish (ages 8-14) the opportunity to participate in select services throughout the church year. In recent years we have focused on preparing for specific services. A highlight each year is the preparation and presentation of a Christmas musical as part of the Service of Lessons and Carols.

Meeting Times:

Sundays from 12:00 – 12:45 p.m. in the choir room. Usually once a week, but there are more rehearsals scheduled just before musical presentations.

Contact Information:

Name: Rhonda Wicks

Phone: 754-6910

Email: rhondalwicks@hotmail.com

Ministry Opportunities: St. Mark's Junior Choir welcomes new members.

JUNIOR CHOIR

Ministry Name: Sign Ministry

Description:

At present the clergy are responsible for the content of our parish sign. The clergy appreciates the support of a few parishioners who, when requested, are able to change this sign, sometimes on short notice. There are many positive reports that our sign makes an impact on those who use Logy Bay Road on a regular basis.

Meeting Times:

When needed to change and care for the sign.

Contact Information:

Clergy 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

If you would like to offer yourself for this ministry, please contact the office.



Ministry Name: Garden Ministry

Description:

This ministry involves caring for the small flower garden near the main entrance to the church.

Meeting Times:

As needed on a rotating basis to help plant, weed and water the garden during the spring and summer months.

Contact Information:

Cal Smith 753-7086 cal.smith@nf.sympatico.ca

Ministry Opportunities: If you would like to offer your green thumb to this ministry, please contact Cal.



Ministry Name: Senior Choir

Description:

Our choir exercises a vital ministry of singing by leading the congregation in common worship and providing special music to enhance our regular and special worship services. While our choir members take their ministry very seriously they also know how to have fun and enjoy one another. While reading music is an asset, it is not a requirement for joining.

Meeting Times:

Every Tuesday evening, 8:00 – 9:30 p.m., from September to June.

Contact Information:

Name: Rosalind Bartlett (Choir Director) Rhonda Wicks (Organist)

Phone: Rosalind – 579-2218 Rhonda – 754-6910

Email: Rosalind – r.bartlett@bellaliant.net Rhonda – rhondalwicks@hotmail.com

Ministry Opportunities:

Our choir is always open to new members joining at any time. If you are unsure about this ministry why not drop by and join in a practice or two?



Ministry Name: Altar Guild

Description:

This is a crucial ministry of preparation for weekend worship and special services. Our Altar Guild takes care of many aspects relating to the set up and clean up for Holy Communion. Members of the guild are organized into teams and placed on a schedule for the year.

Meeting Times

Teams generally perform their duties on Friday/Sunday or Saturday/Sunday, three or four times a year for about an hour each time. There are some special services and meetings for training.

Contact Information:

Name: Eva Sparkes

Phone: 754-1271

Ministry Opportunities:

This group would love to see new members join them. They are quite willing to train new people, where learning comes mainly from doing or working alongside an experienced member.

Ministry Name: Audio Technicians

Description:

This ministry involves operating the sound system during our services. A short training session is provided. Participants agree to go on a schedule tailored to their choice of services. Sometimes requests are made for special services or occasions.

Meeting Times:

There are no meeting times associated with this ministry.

Contact Information:

Dennis Peters 576-2175 dennis.k.peters@gmail.com

Ministry Opportunities:

This ministry can always use a few more volunteers. Please contact Dennis Peters to indicate your interest.





Ministry Name: Ushers

Description:

Ushers or sidespeople have an important ministry of greeting and hospitality. Ushers work in teams with a captain to accomplish their responsibility for the two services on Sunday. Ushers also take up and count the offering, and make bank deposits which usually means a time commitment longer than the regular service.

Meeting Times:

No regular meeting times are associated with this ministry, however meetings may be called to address changes or special concerns. It is important to be available for your assigned duty times.

Contact Information:

Ivy Handregan 753-5034 thandregan@nl.rogers.com

Ministry Opportunities:

This ministry can welcome more people and use your gifts of hospitality. Please contact Ivy Handregan to express your interest.



Ministry Name: Fall Fair Morning Sale

Description:

Our Fall Fair is our major parish fundraising event. It requires a cooperative effort from many people. There is a huge variety of tasks and jobs to be done in order to make this a successful event.

Meeting Times:

There are no meeting times associated with this ministry.

Contact Information:

Name: Ruby Kelly

Phone: 753-0417

Email: kellyruby@hotmail.com

Ministry Opportunities:

There is always room for more people to be involved. Please indicate your interest and discover where your gifts are best suited by contacting Ruby early in the Fall.



Ministry Name: Cemetery Committee Liaison

Description:

Our Forest Road and Kenmount Road cemeteries are managed by the Anglican Cemetery Committee of St. John's and Mount Pearl. This group draws its membership from the local parishes in the twin cities and a clergy representative from the Deaneries of Avalon East and West. It is responsible for oversight of all the day-to-day operations of the cemeteries and long-range planning.

Meeting Times:

The committee meets on the third Tuesday of the month.

Contact Information:

Name: Art King

Phone: 726-9030

Email: arthurfking@bellaliant.net

Ministry Opportunities:

Membership for this ministry is elected or appointed through the local parish at the Annual General Meeting. To express interest in this work you should contact your parish clergy. There may be some opportunities for involvement outside of the committee work. To inquire about this please contact Art King, Chair of this committee.



Ministry Name: Communications Committee

Description:

The purpose of the St. Mark's Communications Committee is to coordinate the various communication media at the parish's disposal and develop a communications strategy for the parish.

Communication areas include:

Website Print materials (brochures, pamphlets, posters) Branding Social media (Facebook, Twitter, blog/vlog, podcasts) Marketing (newspaper, web, television, radio) Parishioner communication (newsletter, parish emails) Diocesan communications (Anglican Life, PWRDF, Youth)

Meeting Times: As needed

Contact Information:

Clergy 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

If you're interested in media relations, social media, web design, marketing or communications, this may be the committee for you.



Ministry Name: E-Giving Committee

Description:

The E-Giving Committee focuses on the stewardship of our financial resources as disciples of Christ and members of the church. The responsibilities of this group are to raise awareness and educate the parish community about e-giving and develop a strategy to boost the number of e-giving contributors and amounts given. The committee uses various ways to communicate with the parish, such as our parish website, newsletter, bulletin, weekly parish email and face-to-face conversations.

Meeting Times: As needed

Contact Information:

Rev. Robert Cooke 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

If you feel called to this ministry please speak to Rev. Robert about possible involvement.



Ministry Name: Anglican Church Women

Description:

St. Mark's A.C.W. is a local branch of our National and Diocesan Women's Association. The purpose is to give women of the Anglican Church the opportunity to unite in a fellowship of worship, study and service which will lead them into Christian service in the parish, community, diocese, nation and world. All women of the church are welcome at our meetings.

Meeting Times:

A.C.W. meets on a monthly schedule from September to June, usually the first Wednesday of every month at 8:00 p.m. Throughout the year our group takes part in many areas of parish life and opportunities for fellowship with other A.C.W. branches and, at times, with women from other denominations.

Contact Information:

Name: Effie Sheppard and Sharon Sheppard

Phone: Effie - 753-8217 Sharon - 753-2490

Email: Effie – <u>effiesheppard77@gmail.com</u> Sharon - e_sheppard@nl.rogers.com

Ministry Opportunities:

Women are welcome to join or attend our meetings at any time.



Ministry Name: C.L.B.

Description:

This is a youth-oriented group that provides a safe place for youth to have fun as well as gain knowledge and develop life skills. Youth members learn discipline through the paramilitary style structure and learn respect for themselves, other members and their leaders. Youth (ages 5-19) are divided into four age groups and participate in age-appropriate activities. Youth learn specific skills that help them earn badges in a very wide range of topics from bicycle safety to citizenship to Christian knowledge.

Meeting Times:

Monday nights from 7:00 – 9:00 p.m. and occasional special events

Contact Information:

Name: Jamie Peddle

Email: jpeddle77@hotmail.com

Ministry Opportunities:

Adults 19+ can join as officers or as civilian instructors. New members will become part of a team that is responsible for working with the youth, developing and delivering a program plan in accordance with the C.L.B. outlines that includes teaching badge work, supervising sports tournaments and planning field trips.



Ministry Name: Fundraising Committee

Description:

This group meets periodically to explore ways to plan and execute fundraising events specifically for the purpose of supporting the ongoing work of our capital project.

Meeting Times: As needed

Contact Information:

Ramona Cole (Chair) 753-6726 rcole@nl.rogers.com

Ministry Opportunities:

If you have a skill set or aptitude for this kind of work the committee would welcome your involvement.

Ministry Name: Confirmation Class

Description:

Confirmation is not simply intellectual or memorization of creeds and scripture verses. Confirmation has components of worship, service, fellowship and education. This, hopefully, is a lifelong process that the individual lives out in the community of faith. To aid in this process we are using the Reform curriculum. Our youth minister and members of our young adult group lead the small group discussion with the confirmands while Rev. Robert meets with the parents. Typically, confirmation class begins in grade six. Registration for the new class begins in late October.

Meeting Times:

Classes are held at 7:30 p.m. on the 3rd Wednesday of the month from November to June, and then again in September. Other worship times and field trips happen at various times. Confirmation takes place in October.

Contact Information:

Rev. Robert Cooke 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

We invite all members of the parish to pray for the confirmands, their parents and confirmation leaders.



Ministry Name: Parish Archives

Description:

St. Mark's Archives is an official collection compiled by a committee of individuals from the parish. The current collection covers the period 1977 to 2008 and has been compiled under the leadership of Ruby Williams and Lorraine Moores. Ongoing maintenance and addition of new materials is currently the responsibility of volunteer archivists Ruby and Lorraine.

Meeting Times:

There are no regular meeting times associated with this ministry.

Contact Information:

Name: Ruby Williams & Lorraine Moores

Phone: Ruby – 753-1187 Lorraine – 738-1764

Email: Ruby – rubywilliams@nl.rogers.com Lorraine – lorraine_moores@nl.rogers.com

Ministry Opportunities:

If you are interested in this ministry, please contact Ruby or Lorraine.



Ministry Name: Virginia Park Elementary School Breakfast Program

Description:

This is part of the Kids Eat Smart program. A group of three or four volunteers go to Virginia Park Elementary to serve breakfast to 30-40 children.

Meeting Times:

7:30 - 8:30 a.m. on the third and fourth Mondays of each month from September to June.

Contact Information:

Name: Rev. Robert Cooke

Phone: 726-3213

Email: rcooke@stmarksanglican.ca

Ministry Opportunities:

New volunteers are always welcome.



Ministry Name: Monday Office Volunteers

Description:

There is a small group of volunteers that come in each Monday to help around the office and other areas of the building. They make sure that books and visitor envelopes are in place and that pews are tidied from weekend worship. They also help around the office by making sure our spaces are neat and tidy, and all that recycling and shredding is taken care of. It's not all work though – there is always time for a cup of hot tea, a good chat and a laugh. From time to time other volunteers come in to help with folding, mailouts or answering phones.

Meeting Times:

Mondays from 10:00 a.m. to noon, and other times as needed.

Contact Information:

Rev. Robert Cooke 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

This group is open to and welcomes new volunteers to join in at any time.



Ministry Name: Outreach Committee

Description:

The purpose of the St. Mark's Outreach Committee is to act as resource people for existing outreach ministries within the parish by recruiting new people, identifying needs, evaluating ministries and other responsibilities when needed. They are also working with local community organizations to develop an emergency response plan for our neighbourhood.

Meeting Times:

As needed, but usually over lunch at the church office.

Contact Information:

Rev. Robert Cooke 726-3213 rcooke@stmarksanglican.ca

Ministry Opportunities:

This group is open to and would welcome new members at any time.



Ministry Name: Sunday School

Description:

All the children up to and including grade six are welcome. We meet during the 10:30 a.m. service. Children begin their Sunday morning worship with the congregation and head out to class after the children's focus. Our Sunday School curriculum is "Spark: Activate Faith". This curriculum is lectionary-based so the children will review and discuss the same bible readings as the adults in the church.

Meeting Times:

Sundays at 10:30 a.m.

Contact Information:

Susan Gover	Christine Caines
738-0395	754-8342
sgover@nf.sympatico.ca	cjcaines1@gmail.com

Ministry Opportunities:

Please contact us if you are interested in teaching, assisting or providing snacks or supplies.

