

Church of Saint John the Evangelist, Hamilton

Ministry Description

Ministry Area	Worship (Discovery Service)		Position	Worship Assistant
Nature of Ministry	<p>As a member of the Discovery Service Worship Teams, you will assist in the leadership of worship by reading scripture, preparing and leading the Prayers of the People, and assisting with the administration of the Eucharist.</p> <p>The purpose of your ministry is to assist the community in their worship of God.</p>			
Outline of Responsibilities	<ol style="list-style-type: none"> 1. Pray for the worship community and worship leaders on a regular basis. 2. Serve on a rotating basis in the Sunday liturgy (Discovery Service), as scheduled, presently about once every six to eight weeks. 3. Respond to request to serve through online volunteer management system. 4. Prepare to lead the Prayers of the People during the liturgy, and lead the same. 5. Check with the presiding celebrant and/or preacher before the liturgy begins to see if you are needed to give a reading of scripture, and read as required. 6. Recruit one other member of the community to assist with the administration of the chalice before the liturgy begins. 			
A Person Well-Suited	<p>Will be mature Christian, a person of prayer, and a regular worshipper and communicant at the Discovery Service for at least a period of approximately one year.</p> <p>Will be well organized and dependable.</p> <p>Will enjoy working on their own preparing for the liturgy and with others as they serve in the liturgy.</p> <p>Will be comfortable speaking in front of the worshipping community and with talking about their faith.</p> <p>Spiritual gifts that may apply to this ministry include: creative communication, leadership, shepherding, faith, teaching, and wisdom.</p>			
Time Commitment	Approximately two hours per month.	Length of Term	A minimum of a one-year commitment is requested. After a period of three years service a sabbatical year is recommended.	
Participation Group	The worshipping community.			
Support, Supervision and Training	<p>Direct supervision of this ministry is by the Rector and Coordinator of Worship Assistants.</p> <p>Mutual training, support, and encouragement is provided by Worship Assistants meeting together.</p>			
Boundaries and Limitations	This ministry description outlines the limits of this ministry responsibility.			
Benefits to Volunteer	<p>The volunteer will grow in their own faith as they pray for and lead others in worship.</p> <p>The volunteer will enjoy a closer relationship with other members of the worship leadership team.</p>			

	<p>The volunteer will play a key role in assisting others to worship God.</p> <p>The volunteer will be part of an amazing team that seeks to bring glory to God through worship.</p>
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Risk Assessment		
Risk Type	Description	Assessment
Participation and Supervision	Participation with the entire worshipping community. No supervision of others.	Low
Setting	Public.	Low
Nature of Relationship	Leading others in public worship.	Low
Degree of Authority	Some perceptions of authority in the worshipping community.	Medium
Physical Safety	No particular risks to physical safety.	Low
Financial	No financial involvement.	Low
Privileged Information	No access to privileged information.	Low
Damaged Reputation	Little risk to damaged reputation.	Low
Key-Holder	No keys required.	Low
Risk Level Assessed	Low	

Screening Requirements		
✓ Training is required.		Training is offered, but not required.
✓ Interview is required.		References are required.
Police Records Check (PRC) is required.		PRC with vulnerable sector screening required.
Volunteer Registration Form completed. (Must be completed if interview, PRC, and/or references are required.	✓	Signed statement regarding ministry description required.
Signed statement regarding confidentiality required.		Key-holder agreement required.
Signed statement regarding policy on ministry with vulnerable persons required.		

By signing below, I acknowledge that I have read and agree to assume the duties, responsibilities, and expectations as set out in this Ministry Description.

Full name (please print)

Signature

Date