

May 9, 2011

Dear Covenant Members and Friends,

Through all the meetings and discussions this winter, we've been talking about how to help Covenant during this time of transition. In response to your questions and considering the ongoing needs at the church, your Stewardship Committee has prepared (for the first time in many years) a time and talent survey. This is Part 1 of the 2011 Stewardship Campaign. Part 2 will happen in the fall, when we will each have the opportunity to pledge our financial support to our church.

The enclosed survey, ***Sharing Our Gifts ~ Exploring Opportunities***, lists needs and opportunities for service at Covenant during the next 12 months. These have been reviewed by committee chairs and staff and should be an accurate picture of the many ongoing activities at Covenant. **We ask each member and friend of Covenant to consider prayerfully your participation and then to complete the form with your responses.**

- Fill out both sides of the *Sharing Our Gifts--Exploring Opportunities* form indicating (X) activities you currently participate in, (NEW) activities you would like to participate in during the next year, and (L) activities you might be interested in and would like to learn more about.
- Answer the questions on the bottom half of this form and return it also.
- Please fill out a separate form for each person in the household.

You will be contacted after the forms are processed.

Extra copies are available at the Welcome Center, in the church office, or they can be downloaded from Covenant's website at <http://www.covenantmadison.org>.

Remember, too, that most people find they enjoy the time spent helping others, living out their faith, and finding friends and satisfaction, as well. And know, also, that Covenant needs the support of each person who offers her/his gifts and talents to God through the church.

Please return your completed survey during worship on **Sunday, June 5**, when our gifts of time and talent will be dedicated. You can also mail the form to the church office or drop it in the box at the Welcome Center at any time.

**Thank you for responding! Your willingness to serve is a blessing to Covenant.**

Your 2011 Stewardship Committee: Sally Lorenz, Chair; Sylvia Poppelbaum; Chris Taber; John Wedberg

\* \* \* \* \*

**Please complete these statements and turn in with your survey form. Use the reverse side for any additional comments.**

What special interest, collection, skill, or craft would you be willing to share at the hobby table on a Sunday morning? \_\_\_\_\_

I have experience in and enjoy doing \_\_\_\_\_

I can share special skills in \_\_\_\_\_

I didn't see anything about \_\_\_\_\_

I would like to talk with someone about \_\_\_\_\_

I'd like to learn more about \_\_\_\_\_

Times I am available (circle ):      Sunday morning      weekdays      evenings      weekends

**Please Print**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**MANY THANKS!!**

**Covenant Presbyterian Church -- Sharing our Gifts ~ Exploring Opportunities  
Stewardship 2011 -- Time and Talent Form**

"There are different abilities to perform service, but the same God gives ability to all for their particular service. The Spirit's presence is shown in some way in each person for the good of all." 1 Corinthians 12: 6-7

**I offer my time and talents to the glory of God at Covenant Presbyterian Church:**

<b>Please Print</b>	
Name: _____	Phone: _____
Email Address: _____	Cell Phone: _____
Address: _____	City/Zip: _____

Please mark **X** by activities you are currently involved in, **NEW** by those you are interested in becoming involved in during the coming year, and **L** by those you would like to learn more about.

**Please fill out one form for each volunteer in your household. Return to Covenant by Sunday, June 5.**

Additional forms are available at the Welcome Center, in the church office, and online at [www.covenantmadison.org](http://www.covenantmadison.org)

**LEADERSHIP**

**Laurie Jones, Nominating Committee Elder**

- \_\_\_\_\_ Elder - I would be interested in serving (3 yr. term)
- \_\_\_\_\_ Deacon - I would be interested in serving (3 yr. term)
- \_\_\_\_\_ Congregational Rep to a committee (3 yr. term)
- Which committee? \_\_\_\_\_

**PAST EXPERIENCE**

- \_\_\_\_\_ I am an ordained elder
- \_\_\_\_\_ I am an ordained deacon
- \_\_\_\_\_ I have served on \_\_\_\_\_  
(list committees)
- \_\_\_\_\_ I have taught \_\_\_\_\_ grade(s)  
in Sunday School
- \_\_\_\_\_ I have served as a youth advisor
- \_\_\_\_\_ I have led \_\_\_\_\_
- \_\_\_\_\_ I have \_\_\_\_\_

**CHRISTIAN EDUCATION**

**Children's Ministries**

**Donna Monson, Children's Ministries Coordinator**  
**Peggy Bugg, Elder**

- \_\_\_\_\_ Sunday School teacher (Preschool - 8th Gr.)
- \_\_\_\_\_ Sunday School assistant (Presch. - 8th Gr.)
- \_\_\_\_\_ Sunday School substitute
- \_\_\_\_\_ Vacation Church School teacher
- \_\_\_\_\_ Vacation Church School assistant
- \_\_\_\_\_ Nursery helper
- \_\_\_\_\_ Musical/drama/craft leader or assistant
- \_\_\_\_\_ Children's choir assistant
- \_\_\_\_\_ Puppet ministry
- \_\_\_\_\_ Children's Ministries Committee member
- \_\_\_\_\_ Children in Worship Committee member

**Youth Connection**

**Steve Roylton, Youth Ministries Coordinator**  
**Greggar Petersen, Elder**

- \_\_\_\_\_ Youth Ministry Committee member
- Middle School Youth Connection**
- \_\_\_\_\_ Participant (youth)
- \_\_\_\_\_ Parent volunteer (occasionally)
- High School Youth Connection**
- \_\_\_\_\_ Participant (youth)
- \_\_\_\_\_ Parent volunteer (occasionally)

**Adult Education Ministries**

**Kathryn Arndt, Elder**

- \_\_\_\_\_ Adult Christian Education Committee member
- Offer adult education program**
- \_\_\_\_\_ Sunday morning \_\_\_\_\_ Sunday evening
- \_\_\_\_\_ Weekday
- Library**
- \_\_\_\_\_ Organizing/straightening
- \_\_\_\_\_ Cataloging

**MISSION**

**Emilie Songolo, Ann Athas, John Norman, Elders**

**Mission trip to Guatemala**

- \_\_\_\_\_ Help organize trip
- \_\_\_\_\_ Participate in next trip
- \_\_\_\_\_ Serve on Guatemala mission planning team

**The Road Home (serving homeless families 4X per yr.)**

- \_\_\_\_\_ Set up/take down \_\_\_\_\_ Do laundry
- \_\_\_\_\_ Breakfast - prepare & serve
- \_\_\_\_\_ Dinner - prepare & serve
- \_\_\_\_\_ Overnight hosts (8:30 p.m. - 6:00 a.m.)
- \_\_\_\_\_ Evening activities (6:30 p.m. - 8:30 p.m.)

**Meals-on-wheels delivery**

- \_\_\_\_\_ February Sundays @ 11:00 a.m.
- \_\_\_\_\_ August Sundays @ 11:00 a.m.

**CROP Walk (October)**

- \_\_\_\_\_ Organize Covenant Team \_\_\_\_\_ Walk

**Meal preparation**

- \_\_\_\_\_ Grace Homeless Shelter (2nd Fri., odd mos.)
- \_\_\_\_\_ Pres House & The Crossing (2 x per year)

**Habitat for Humanity**

- \_\_\_\_\_ Help Covenant team build/paint homes - Sat.
- \_\_\_\_\_ Help Covenant team build/paint homes - Wed.

**Other missions**

- \_\_\_\_\_ Dane County United
- \_\_\_\_\_ Circles of Support (Returning Prisoner Ministry)
- \_\_\_\_\_ Organize food drive
- \_\_\_\_\_ Organize clothing drive
- \_\_\_\_\_ Organize Baby & Hygiene Kit assembly
- \_\_\_\_\_ Mission Committee member
- \_\_\_\_\_ Public Life Committee member

## WORSHIP

**Lisa Davis, Elder**

- Usher  Greeter
- Lay reader (read the scriptures in worship)
- Liturgist (assist pastor with prayers, offering)
- Prepare communion elements
- Serve communion (elder or deacon)
- Sanctuary Projection Team (High School & up)
- Children's sermons - prepare and present
- Advent devotional writer  Organizer
- Piano accompanist
- Liturgical drama  Liturgical dance
- Puppet ministry
- Sanctuary Adornment Committee
- Help coordinate funerals
- Banners - create new ones
- Worship Committee member
- Assistant to Wedding Coordinator

### Special events

- Lenten suppers meal preparation/serving
- Lenten supper speaker

## MUSIC MINISTRIES

**Melissa Hinz, Music Coordinator & Adult Chr. Dir.**

- Adult Choir
- Children's Choir
- Orchestra (instrument? \_\_\_\_\_)
- Contemporary Worship Band
- Handbells

### Soloist or small group

- Vocal (circle: Soprano, Alto, Tenor, Bass )
- Instrumental (which? \_\_\_\_\_)

## STEWARDSHIP

**Sally Lorenz, Elder**

- Stewardship Committee member
- Stewardship Campaign Committee member
- Calling steward
- Stewardship Meal/Event planning
- Stewardship Campaign communication
- Time and Talent Survey data entry/processing

### Special offerings promotion

- One Great Hour of Sharing
- Peacemaking or Christmas Joy Offering

## FACILITIES

**John Strikwerda, Elder**

- Seasonal Outdoor Care  Team coordinator
- Lawn care:  mow  treat weeds
- Plant care:  purchase  plant
- Plant care:  weekly care  occasional tasks
- Pruning
- Church entrance clean up weekly
- Landscape planning and renovation

### Building Maintenance

- Minor repairs  electrical  plumbing
- Minor repairs  heating  carpentry

### Other work in building

- Painting  Storage organizing
- Workdays  wash windows  clean kitchen
- miscellaneous cleaning

### Committees

- Building and Grounds Committee member
- Interior Management Committee member
- Technology Committee member

## CONGREGATIONAL CARE

**Mary Ircink, Parish Nurse**

**Susan Hanauer, Alicia Mundy, John Schilling, Elders**

### Care Team

- Visit shut ins
- Serve communion to homebound

### Bradfield Café

- Sunday coffee hour serving
- Deliver/pick-up coffee cart for Adult Ed Classes

### Special event food preparation and serving

- Brunches  Funeral receptions
- Other special events

### Church Greening

- Organize  Plan food
- Help with making ornaments

### Other

- Provide a ride to worship  Organize drivers
- Prayer Shawl Ministry
- Welcome Center - staff on Sunday morning

### Men's small groups

- Thursday morning, weekly
- Thursday evening, weekly
- Start or join new group

### Women's small groups

- 1<sup>st</sup> & 3<sup>rd</sup> Monday noon
- Soul Sisters, monthly
- Knitting & crocheting, monthly
- Journaling, quarterly
- Start or join new group

### Dinners for 8—monthly

- Participate  Plan/organize the groups

### Committees

- Congregational Life Committee member
- Evangelism Committee member
- Health Cabinet member

## TECHNOLOGY

**Molly MacVenn, Communications Coordinator**

**John Strikwerda, Elder**

- Sunday worship PowerPoint development
- AV help for education/special events
- Photography of church events
- Videography of church events
- Data entry
- Sound system
- Graphic designers/artists - logos/special events
- Technology Committee member

## ADMINISTRATIVE

**Mary Kieta, Office Administrator**

- Bulletin stuffing-Friday as needed
- Monthly Caravan - prepare mailing
- Mailings - when needed
- Fill in for office staff during staff meetings
- Bulletin board maintenance

### Archives

**Donita O'Donnell, Archives Chair**

- Help prepare next history of Covenant book
- Interview members and staff
- Organize photos and documents
- Write or edit material