## First Presbyterian Church Volunteer Leadership Needed

We are all called to serve...Is this your time? Will you help us? Seeking volunteers to supervise these areas, becoming the point of contact for when these needs arise! You may form a team to assist you in this work.

## **Property**

- <u>Landscaping</u> Trimming hedges, removing debris, distributing pine straw, weeding.
- 2. <u>Maintenance</u> Learn the ins and outs of our buildings and what keeps First running and looking good.
- 3. **Security** Checking on the church making sure doors are locked and all is in order after scheduled events. On-call for checking on the church after hours.
- 4. **Repairs** Diagnosing the cause of reported broken equipment and systems and recommending a course of action.
- 5. **Shuttle Bus** Clean, schedule maintenance, drive to keep it working and facilitate repairs.
- 6. **Painting** Many areas of the church need continual cleaning and painting from the sign to the gates to interior walls.
- 7. Imlay House Host- Cleaning after overnight guests and events.
- 8. Preschool Work with the Director on areas and items that need to be fixed.

## **Events**

- 1. **Set Up** Purchasing groceries, decorating, setting tables, cooking
- Event Clean-up Cleaning, removing tables and chairs, decorations, locking doors
- 3. **Sunday Morning set up** Learn all that needs to be done to prepare for Sunday worship services and coffee fellowship
- 4. **Sunday Worship Service** Learn how to set up the sanctuary for Sunday worship services and how to clean and gather documents after the service.
- Photographer Take pictures at events and send them to <u>Brent@savannahfpc.org</u> (Communications Lead)

## **Administrative**

- 1. **Bulletins** Learn how to make and print the bulletins as a backup when needed.
- 2. **Record-Keeping** Enter church events into the directories.
- 3. **Music Assistance** Help in preparing for choir rehearsals.

Please email us at: office@savannahfpc.org with your area(s) of service preference and contact information. We'll follow up with you.

Please check this page often as we will post specific, urgent needs as they arise.