



**SERVE**



# SERVING GOD BY SERVING EACH OTHER

At St Mark's Anglican Church, Darling Point we aim to be a community that gathers around God's word, that uses our gifts to build our church in love and that bears witness to Jesus. We serve God as we serve one another: motivated by grace, empowered by God's spirit and characterised by love and humility.

There are many ways to serve at our church. We encourage you to read through this booklet and consider whether you are willing to contribute your abilities and time to build others up in following Jesus, while also reaching out to our wider community. This booklet suggests a variety of areas where you can serve as one of our church members. Each area briefly details the role, time commitment, and the appropriate person to contact if you wish to explore this service opportunity further.

To decide where you could serve, please look through the list of opportunities and ask yourself:

- What do I have a passion for?
- What gifts/abilities has God given me that I could offer?
- Where do others see God's gifts in my life?
- How much time do I have available to serve?
- Why do I want to serve?

# EXCELLENT WORSHIP

## WELCOMING

The Welcoming Team seeks to make all newcomers (and also regulars!) feel comfortable and welcome – before, during and after the gathering. Training is provided. There are usually three roles within the team: Greeter, Usher or Connector.



**Once every 6 weeks**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## BIBLE READING

We are called to devote ourselves to the public reading of the Bible, to preaching and teaching (1 Timothy 4:13). Through His word, the Bible, God speaks to us clearly and powerfully.



**Once every 2 months**



**Michael Jensen**

[michael.jensen@stmarksdp.org](mailto:michael.jensen@stmarksdp.org)

## PRAYER LEADING

Praying in our gatherings is a great privilege. Leading these prayers helps us to praise God together as people united in Him, confess our sins, and bring before Him the needs of our church, our community and the wider world.

- Prayer leading at 10am service
- Prayer leading at 5.30pm service



**Once every 6–8 weeks**



**David Crain**

[david.crain@stmarksdp.org](mailto:david.crain@stmarksdp.org)

## PRAYER TEAM

Would you be willing to be available to pray with people in need after each weekly service?

- Prayer team at 8am service
- Prayer team at 10am service
- Prayer team at 5.30pm service



**Once every month**



**Michael Jensen**

[michael.jensen@stmarksdp.org](mailto:michael.jensen@stmarksdp.org)

## AV TEAM

This role serves our church by helping us engage with the service. With great sound, clear and timely lyrics and slides, we are enabled to focus on God in our gatherings. This is a behind the scenes role requiring gifts of attentiveness and care.

- AV team at 8am service
- AV team at 10am service
- AV team at 5.30pm service



**2 weeks on, 2 weeks off – training given**



**Michael Jensen**

[michael.jensen@stmarksdp.org](mailto:michael.jensen@stmarksdp.org)

## MUSIC AND SINGING

Our goal is to see faithful stewards use their musical gifts for the glory of Christ. Would you like to share your musical gifts with us?



**Once a month (10am)**

**Twice a month (5.30pm)**



**William Clark (8am - Choir)**

[choir@stmarksdp.org](mailto:choir@stmarksdp.org)

**Georgina Andrews (10am)**

[music10am@stmarksdp.org](mailto:music10am@stmarksdp.org)

**Bobby Poulton (5.30pm)**

[music530pm@stmarksdp.org](mailto:music530pm@stmarksdp.org)

## REFRESHMENTS

Are you able to provide and serve morning tea/dinner/supper on a rostered basis, to enhance our time of fellowship? Please let us know if you are happy to either provide food or serve food.

- Morning tea at 8am or 10am service
- Dinner/supper at 5.30pm service



**Once every 6 weeks**



**Helen Hoffman (8am)**

[morningtea8am@stmarksdp.org](mailto:morningtea8am@stmarksdp.org)

**Cynthia Harwood (10am)**

[morningtea10am@stmarksdp.org](mailto:morningtea10am@stmarksdp.org)

**Erica and James Oliver (5.30pm)**

[supper530pm@stmarksdp.org](mailto:supper530pm@stmarksdp.org)

## CHILDREN AND YOUTH

**(Working With Children Check and Safe Ministry training required)**

We would love to have members from across our whole church community discipling our children, rather than just parents. This is a great way to serve parents by helping them teach their kids about the Lord, while they learn in church.

Jesus says to welcome children. In Mark 9:36 Jesus warmly welcomes children and says that when we do likewise in His Name, we welcome Him. Serving kids is serving Jesus. In training our kids to love and follow Him as children, we give them the best gift of life and love possible.

## KIDS' CHURCH TEACHERS

Kids' Church runs every Sunday during our 10am service for kids aged 0 - 15 years.

In Kids' Church we are committed to growing disciples of Jesus who live for Him and love like Him. Church children are encouraged to discover God's word and his teachings through stories, songs, craft and drama. Training is available.



**One term per year**



**Stephanie Leung**

[children@stmarksdp.org](mailto:children@stmarksdp.org)

## KIDS' CHURCH HELPERS

We also need helpers to support our leaders. Duties might include helping set up or pack away the Kids' Church resources on a Sunday and helping the children with activities during the session.



**Up to 4 times per term**



**Stephanie Leung**

[children@stmarksdp.org](mailto:children@stmarksdp.org)

## HOLIDAY CLUBS

In the future we would like to run special events during the year for our church children to invite their friends to during the school holidays. This is a great way to reach out to our wider community.



**Specific dates in school holidays**



**Stephanie Leung**

[children@stmarksdp.org](mailto:children@stmarksdp.org)

## MUSICTIME

Running Monday mornings during school term. MusicTime is a church-run, music-based community playgroup for children aged 0 - 5 years and their parents. This is a great way to support parents with young children, while reaching out to our wider community.

Are you able to assist MusicTime by helping with their morning set-up (before 9.30am) or packing away (after 11am)?



**9.30am – 11am on Mondays during school term**



**Erica Oliver**

[musictime@stmarksdp.org](mailto:musictime@stmarksdp.org)

## SCRIPTURE TEACHING

Would you be interested in training to be a Scripture teacher at Double Bay Primary School to teach a 45-minute class? We'd love to hear from you. Materials and training provided.



**Weekly (Thursday) during school term**



**Stephanie Leung**

[children@stmarksdp.org](mailto:children@stmarksdp.org)

## YOUTH GROUP HELPERS

We also need helpers to support our youth. Duties might include leading, helping set up or pack away the youth group resources on a Friday night and helping the youth with activities during the session.



**3 times per school term**



**Erica Oliver**

[youth@stmarksdp.org](mailto:youth@stmarksdp.org)

## ALL OF LIFE DISCIPLESHIP BOOKSHOP COORDINATOR

Keep the church bookstall stocked. Take orders, pick up and return books to Koorong bookshop.



**As required**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## CONNECT GROUP LEADER

Connect Groups are the best way to explore questions and deepen your faith, while connecting with others in the St Mark's community. Be involved in this ministry through leading small group discussions (materials and leader's training material can be provided).



**Weekly**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## CONNECT GROUP HOST

Could you support this important ministry by offering your home as the venue for a group?



**Weekly**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## MEN'S EVENT TEAM

To deepen our sense of community, we are looking for people to help coordinate Men's events such as the annual Men's Retreat (weekend away) and Men's Dinner. Logistical, financial and social skills are all welcomed.



**Throughout the year**



**David Crain**

[mensevents@stmarksdp.org](mailto:mensevents@stmarksdp.org)

## WOMEN'S EVENT TEAM

To deepen our sense of community, we are looking for people to help coordinate Women's Events.



**Throughout the year**



**Erica Oliver**

[womensevents@stmarksdp.org](mailto:womensevents@stmarksdp.org)

## GROWING COMMUNITY

### GUESS WHO'S COMING TO LUNCH HOSTS

To help build relationships within our congregations, once a year we run a 'Guess Who's Coming to Lunch' event. We are looking for people to host these lunches.



**Once a year**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## SOCIAL EVENTS ORGANISER

For each congregation, a Social Events Organiser's goal is to help build community at their specific service. This includes organising at least two social events (eg BBQ lunch) before or after the church gathering and promoting hospitality.



**At least 2 times a year**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## WEDDINGS MINISTRY TEAM

As a popular church for weddings, we have a great opportunity to help couples not only celebrate their special day, but more importantly to help them prepare for their life-long commitment of marriage. Would you like to join us in this ministry?



**As needed**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## PASTORAL CARE TEAM

Our church has a Pastoral Care team who are available to members who are facing difficult times (grief, illness, mental health issues or relationship difficulties). Members of this team are available to meet up one on one either once or for a few times to listen, pray, and offer support. This role may also include hospital visits or ensure that we provide practical support, such as meals.

Pre-requisite: Participate in 4-week care course or equivalent. Ongoing support and training provided.



**As required**



**Alicia Watson**

[pastoralcare@stmarksdp.org](mailto:pastoralcare@stmarksdp.org)

## MEALS MINISTRY COORDINATOR AND COOKS

We need to keep our freezer filled with a ready supply of meals for those who come to our church who may need help and support due to illness, grief or some other reason. Are you willing to cook one or two meals per month? Please let us know.

We also need a coordinator.



**Once or twice a month**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## BAPTISM MINISTRY TEAM

We want to see children brought up in the knowledge and love of God, and to help parents in this important ministry to their children. Our baptism ministry is only part of this commitment, but it is often the point at which families connect with our community. Would you like to join us in this ministry?



**A small amount of time per week**



**Tim Escott**

[tim.escott@stmarksdp.org](mailto:tim.escott@stmarksdp.org)

## EFFECTIVE OUTREACH

### ALPHA COURSE LEADING

The Alpha Course is a series of interactive sessions that explore the big questions of life, faith and meaning in a friendly and open environment. Could you be involved in this ministry through leading small group discussions (materials and leader's training material provided) or be trained to run the course yourself with a friend or small group?



**Duration of the course (10 weeks)**



**Erica Oliver**

[outreach@stmarksdp.org](mailto:outreach@stmarksdp.org)

## ALPHA COURSE CATERING

Sharing a meal is an important part of the Alpha Course ministry. Help facilitate the friendships and fellowship by cooking or purchasing dinner for 10 – 20 people on one night of the course.

Alternatively, facilitate hospitality at each week of one course by setting up the church, preparing cheese platters and helping serve and pack away dinner.



**One group meal, as many Alpha courses as you like**



**Erica Oliver**  
[outreach@stmarksdp.org](mailto:outreach@stmarksdp.org)

## ALPHA COURSE HOSTING

Could you support this valuable ministry by offering your home as the venue for the course?



**Duration of the course, as many Alpha courses as you like**



**Erica Oliver**  
[outreach@stmarksdp.org](mailto:outreach@stmarksdp.org)

## LETTERBOX DROP TEAM

Prepare our community postcards for letterbox drops (about 1 – 2 hours) and ensure the distribution team receive their bundles and distribute the postcards in a timely manner.



**Up to 4 times a year**



**Wendy Mulder**  
[communications@stmarksdp.org](mailto:communications@stmarksdp.org)

## MISSION PARTNER REPRESENTATIVE

Help our church express our partnerships with our global mission partners by creating and keeping up to date our mission partner area near the bookstall. This includes printing off newsletters and keeping partner mission cards up to date.



**Monthly**



**Michael Jensen**  
[michael.jensen@stmarksdp.org](mailto:michael.jensen@stmarksdp.org)

## OUTREACH EVENTS

The church holds various themed events as a way to engage with members and the wider community. Do you have gifts of event coordination, hospitality, logistics or communication? Choose either one event to focus on, or become involved with all of them! Examples include:

- St Mark's Lectures
- Double Bay Fair
- Christmas Outreach events - Take on a leadership role in coordinating the team, logistics, stage management etc. for some of our major Christmas community outreach events such as the Christmas Pantomime and Beer & Carols.



**Per event or throughout the year**



[outreach@stmarksdp.org](mailto:outreach@stmarksdp.org)  
[doublebayfair@stmarksdp.org](mailto:doublebayfair@stmarksdp.org)

## MEALS FOR ROUGH EDGES

The aim of this ministry is to show Christ's love in practical action by providing meals for the homeless. Can you provide a meal?



**Once a month**



**Jane Sorby**

[roughedgesmeals@stmarksdp.org](mailto:roughedgesmeals@stmarksdp.org)

## MINISTRY SUPPORT

### MARKETING AND COMMUNICATIONS

Are you a creative thinker and communicator who is interested in supporting our marketing communications activities? We would love to hear from people gifted in areas including graphic design, photography, website development, public relations, video production/editing and arts/drama.



**As needed**



**Wendy Mulder**

[communications@stmarksdp.org](mailto:communications@stmarksdp.org)

## SOCIAL MEDIA TEAM

Do you have a passion for communicating with others via social media? Would you like to be part of a team who distributes timely and appropriate messages about our events and ministries to the broader community?



**As required**



**Wendy Mulder**

[communications@stmarksdp.org](mailto:communications@stmarksdp.org)

## TECH SUPPORT

Can you help us with computer expertise?



**As required**



**Michael Coyne**

[tech@stmarksdp.org](mailto:tech@stmarksdp.org)

## GENERAL ADMINISTRATION

Use your gifts of organisation and management in supporting the various ministries of church in organisational and administration tasks.



**As required**



**Wendy Jarratt**

[office@stmarksdp.org](mailto:office@stmarksdp.org)

## PROPERTY – MAINTENANCE

Could you help with general maintenance, plumbing, electrical, gardening etc.?



**As required**



**Wendy Jarratt**

[office@stmarksdp.org](mailto:office@stmarksdp.org)

## KITCHEN OVERSIGHT TEAM

Are you willing to be part of a team responsible for oversight of the general cleanliness of our church kitchen and/or restocking of its basic supplies?



**Once a month**



**Wendy Jarratt**

[office@stmarksdp.org](mailto:office@stmarksdp.org)

## CHURCH LIBRARY

Stock, oversee, and promote the St Mark's library.



**As required**



**Michael Jensen**

[michael.jensen@stmarksdp.org](mailto:michael.jensen@stmarksdp.org)

## SERVING ROSTERS COORDINATOR

Coordinate and communicate the 'Excellent Worship' congregational serving rosters using the church's database. Training provided.



**Quarterly**



**Wendy Jarratt**

[office@stmarksdp.org](mailto:office@stmarksdp.org)

## CHURCH FLOWERS

Prepare floral arrangements for display in the church.



**5 - 6 times per year**



**Dimity Riley**

[churchflowers@stmarksdp.org](mailto:churchflowers@stmarksdp.org)

## ST MARK'S GARDENERS

Help beautify the church gardens.



**Weekly**



**Di Coates**

[gardeners@stmarksdp.org](mailto:gardeners@stmarksdp.org)

## ST MARK'S HISTORICAL SOCIETY

St Mark's has a wonderful history and legacy which we are keen to digitally maintain and preserve. Share your interest and passion for history, while helping St Mark's to guide future generations by conserving and telling our fascinating story.



**As required**



**Ian Tresise**

[history@stmarksdp.org](mailto:history@stmarksdp.org)

## ST MARK'S QUILTERS

If you are a quilter you are welcome to join this enthusiastic and productive group which supports four different organisations in a practical way.



**Once a month**



**Di Bracey**

[quilters@stmarksdp.org](mailto:quilters@stmarksdp.org)

## PARISH COUNCIL

Are you interested in being involved in church governance including strategic and financial decision making? Roles available include Treasurer, Synod Representative and Parish Council member.

**As required. Parish Council meets once per month, Synod meets 5 times per year and the delegates are appointed for 3 years.**



**Michael Jensen**



[michael.jensen@stmarksdp.org](mailto:michael.jensen@stmarksdp.org)

# WARDENS

Wardens are officeholders who are generally responsible for administering the financial and property affairs of the church. If being involved with church governance and working closely with the Rector appeal and you can make time available to serve in this way, this role could be just right for you.



**Members of Parish Council and Wardens also meet separately once per month.**



**Michael Jensen**

[michael.jensen@stmarksdp.org](mailto:michael.jensen@stmarksdp.org)

## HOW WILL YOU SERVE AT ST MARK'S?

Please contact the person responsible for your service area of interest. Thanks for your partnership in Christ.

Ph: (02) 9363 3657

1 Greenoaks Avenue, Darling Point 2027

Email: [office@stmarksdp.org](mailto:office@stmarksdp.org) Website: [stmarksdp.org](http://stmarksdp.org)



**ST MARK'S**

ANGLICAN CHURCH DARLING POINT