

JRC Ministries

Over 20 ministries avail.

- Leadership Board**
- Rows
- Praise**
- Audio: Sound
- Visual
- Usher
- Facility Clean Up
- Welcome
- Social Media/Graphic Design
- Video Production
- Finance**
- Youth Group
- Intensive Bible Training



JRC Ministries cont.

- College Group
- Kid Venture
- Toddler
- Baby
- Small Group
- Empty Nesters**
- Circles
- Arrows

- ** Pre-qualification necessary



Leadership Board Ministry

****Hard to recruit ministry & Nomination/vote req.**

- Current Volunteers: Sil Joh, Peter Chang, Drew Kim, James Lee and P. Sam Thomsic
- Frequency: Regular meetings are one Sunday/mo. with on half-day retreat per year. There may be ad hoc meetings as needed.
- Time on Task: Usually 1 to 2 hrs.
- Expected Arrival Time: TBD by previous meeting
- List of Tasks: The general role of the LB is to guide, support and pray for the church. There is a moderator and Secretary position within the LB to assist with various admin. functions. The full Governance Doc. which further defines the role and tasks of the LB can be found here: [https://s3.amazonaws.com/media.cloversites.com/bd/bd4ffdb9-6efd-42e9-a1b6-2c94e0c9f24a/documents/JRC Governance - Policy Manual - November 2018.pdf](https://s3.amazonaws.com/media.cloversites.com/bd/bd4ffdb9-6efd-42e9-a1b6-2c94e0c9f24a/documents/JRC_Governance_-_Policy_Manual_-_November_2018.pdf)

Leadership Board Ministry cont.

****Hard to recruit ministry & Nomination/vote req.**

- Skill Level: There are no particular skill level but prerequisite to join LB include:
 - Board members must have attended Jericho Road Church for at least two years.
 - Board members must be participating in the overall community life of the church.
 - Board members must be actively serving in a ministry of the church.
 - Board members must have attended the Jericho Road Map course.

Rows Ministry

Led by P. Sam Thomsic

- Current Volunteers: Audio Ministry, Visual Ministry, Praise Ministry, Usher Ministry, Welcome Ministry, Video Prod. Ministry, Pastoral Staff and Social Media/Graphic Design Ministry
- Frequency: Weekly Sunday Mornings
- Time on Task: 3 hrs.
- Expected Arrival Time: 9 am
- List of Tasks: Oversee the smooth working of Sunday Morning Worship; helping to make sure all volunteers are in place and supported, programs are running smoothly and on time, proactively solving immediate problems as well as considering how to make service more effective in the future.
- Skill Level: Med. to High organization skill level and attention to detail.

Praise/Worship Ministry

*** Both a heart for worship and a level of musicality that fits our contemporary worship are important**

- Current Volunteers: Jerry Williams, Peter Chang, Kevin Song, Kyle Kim, Cameron Joh, Sil Joh, Christina Choe, Freddy Ahn
- Frequency: Sundays and Special Events
- Time on Task: 2.5 hrs. on Sundays, personal practice time throughout the week, and various times based on special events
- Expected Arrival Time: 9am each Sunday; various other times based on events
- List of Tasks: Lead praise for services, be a lead worshipper
- Skill Level: Moderate*

Audio/Sound Ministry

- Current Volunteers: Drew Kim, Sarah Chon, Analeigh Chon
- Frequency: Sundays (1 to 4 Sundays/Month, depending on # of Vol.)
- Time on Task: Approx. 2.5 hrs.
- Expected Arrival Time: 9:00 am
- List of Tasks: Power up sound equipment. Work w/ Praise Band to adjust sound levels and quality during pre-Worship Service sound check and rehearsal. Monitor and adjust sound quality both live and on-line during Worship Service. Power down sound equipment.
- Skill Level: Moderate (Training available)

Visual Ministry

Tech Booth Propresenter

- Current Volunteers: Ethan Thomsic and Tommy DeWitt
- Frequency: Every Sunday (depending on # of volunteers) and First Friday of Month (PPP)
- Time on Task: 1.5 hrs.
- Expected Arrival Time: 9:30 to 9:50 am on Sundays
- List of Tasks: Set up Propresenter (Visual Software): Add verses, highlights and praise songs.
- Skill Level: Moderate

Usher

- Current Volunteers: Jery Lee
- Frequency: Every Sunday after service
- Time on Task: 10 mins.
- Expected Arrival Time: Duties carried out after service
- List of Tasks: Remove empty Communion kits and replace them after service. Collect JRC banners (6) and JRC parking signs (3) from outside anytime after service.
- Skill Level: Low to none.

Church Facility Clean UP

- Current Volunteers: James & Mi Yang Lee
- Frequency: Sundays (1 to 4 Sundays depending on # of volunteers)
- Time On Task: Approx. 30 to 45 minutes depending on # of volunteers
- Expected Arrival Time: 9:30 am.
- List Of Tasks: Clean 3 bathrooms (Toilet, sink, mirror, floor, empty trash & restock supplies). Sweep and mop floors (Sanctuary/Lobby & empty trash)
- Skill Level: Low/Minimal

Welcome Ministry

- Current Volunteers: P. Trevor Jones
- Frequency: Sunday Mornings
- Time on Task: 30 mins.
- Expected Arrival Time: 10 am
- List of Tasks: Greet first time attendees. Give them a retention form to fill out. Email new attendees within the week with further information about JRC.
- Skill Level: None.

Social Media + Graphic Design

- Current Volunteer(s): Christina Choe
- Frequency: Work from home when new designs are needed for events and announcements. Work at your own pace.
- Time on Task: 30 mins. to 2 hours a week.
- Expected Arrival Time: Submit designs before service and posted on social media a few weeks prior to event/deadline.
- List of Tasks: Create graphics for social media + announcement slides, photos.
- Skill Level: Efficient in Adobe Illustrator, Photoshop, and photo editing. Eye for photography.

Video Production Ministry

- Current Volunteers: Derick Espitia
- Frequency: Every Sunday
- Time on Task: 1.5 to 2.0 hours during Sundays
- Expected Arrival Time: 9:45am - 10:15am
- List of Tasks: Working with computer, turning on OBS, logging onto to Clover sites, set up live on YouTube, learn camera setup, working with visual and audio ministry. Mitigate any technical issues during service and log issues for future mitigation.
- Skill Level: High level in media & computer

Finance

****Invitation Only**

- Current Volunteers: Drew Kim and Matt Hagihara
- Frequency: Weekly
- Time on Task: Typically 5 to 10 mins. after church on a weekly basis. Hours may be involved when completing tasks such as preparing financial reporting and offering letters.
- Expected Arrival Time: Before church.
- List of Tasks: Counting weekly offering, writing checks for payroll and reimbursement, providing accountants needed information on a quarterly basis, paying for certain church expenses, preparing quarterly financial reporting for budget reviews and disbursement of various funds (scholarship, missions, and missionaries).
- Skill Level: Moderate

Youth Group

Led by Pastor Trevor Jones

- Current Volunteers: Thomas Dewitt and Krista Jones
- Frequency: Every Friday except the first Friday of the Month is our “Discipleship Group Meeting”, One outside of church “hang out” with Youth Group member(s) once a month (approx.), Youth Winter Retreat if possible (not req.)
- Time on Task: 3 hrs. every Friday. The monthly outside of church hang out can range from 1 to 4 hrs. (this is something volunteers are expected to plan and initiate with the help of P. Trevor). Youth Winter Retreat is a three night trip once a year in the winter (Typically Dec. 27-30).
- Expected Arrival Time: For Youth Meetings, Friday by 6:30PM
- List of Tasks: At the Weekly Youth Group Meetings: Lead small group discussions about the Bible and how it applies to our life, participate in the goings on of the meeting (worship, games, etc.). Hang out with Youth Group member(s) outside of church once a month.
- Skill Level*: Intermediate Bible interpretation and application (this is something that P. Trevor can help train)

Youth Group cont.

- *Because of the exemplary role they play in the lives of the Youth Group Members, Youth Group Volunteers are expected to be mature Christians. Thus, Youth Group Volunteers are required to sign the Youth Group Servant Doctrinal Statement and Character Affirmation available through P. Trevor.

Intensive Bible Training (IBT)

Led by Pastor Sam Thomsic

- Current Volunteer(s): Sam Thomsic
- Frequency: 18 times a year (3 sections of 6 weeks)
- Time on Task: 5 hours.
- Expected Arrival Time; 30 mins. before session.
- List of Task: Prepare verse by verse Bible study, teach study, share upcoming schedule prior to each new session.
- Skill Level: High

Kid Venture Ministry

Led by P. Jason Park

- Current Volunteers: Kayla Thomsic, Kaitlyn Cho, Brian Cho, Bryan Chon
- Frequency: Bi-weekly (2 weeks on 2 weeks off)
- Time on Task: 1 hour a week during service time
- Expected Arrival Time: Sundays 10 a.m.
- List of Tasks: Spend time preparing for bible study; Teach bible study on weeks that you are scheduled; Help students grow in their spiritual lives.
- Skill Level: Childcare experience is preferred but not required; Be a professed Christian; Be able to communicate with kids about the bible and enjoy being around them.

Toddler Ministry

Led by P. Jason Park

- Current Volunteers: Matt Hagihara and Ellison Kim
- Frequency: Bi-weekly (2 weeks on, 2 weeks off)
- Time on Task: 1 hour a week during service
- Expected Arrival Time: Sundays 10 a.m.
- List of Tasks: Spend time preparing for bible study; Teach bible study on weeks that you are scheduled; Help students build the foundation for their spiritual lives
- Skill Level: Experience with caring for toddlers; Be a professed Christian; Be able to communicate with kids about the bible and enjoy being around them.

Baby Ministry

Led by P. Jason Park

- Current Volunteers: Haejin Thomsic
- Frequency: Weekly or Bi-weekly
- Time on Task: 1 hour a week during service
- Expected Arrival Time: 10:15am - 10:30am
- List of Tasks: Take care of infants during the worship service so that the parents can enjoy the service without interruption or worry; Feed the baby during service; Change diapers as needed; Hold and comfort the baby if they are crying.
- Skill Level: Experience in caring for infants (preferred); Experience changing diapers (preferred); Be able to communicate with parents about their infant.

Small Groups Ministry

Led by Peter Chang & Andrew Whang

- Current Volunteers: None. Need volunteers who would be willing to serve as meeting planners and facilitators for small group meetings (venue, group discussion, etc.)
- Frequency: 6-week session 3 times per year (Feb-Mar, May-Jun, & Sept-Oct)
- Time on Task: Preparation time of approx. 30 mins. per week during each 6 week session
- Expected Arrival Time: TBD. Depends on meeting location/time established by small groups. There are currently 2 to 3 small groups which meet in Orange County and LA County.
- List of Tasks: Assist with coordinating the location/time for weekly small group meetings. Briefly review small group material ahead of the meeting (all small group materials will be provided). Help facilitate the small group discussion.
- Skill Level: Medium. Any experience facilitating group discussion would be helpful.

Empty Nesters Club Ministry

Prerequisite: Life stage of empty nester

- Current Volunteer: Uly Kim
- Frequency: Once a quarter.
- Time on Task: 30 mins.
- Expected Arrival Time: Various - depending on event.
- List of Tasks: Coordinate ideas for events. Arrange and coordinate events.
- Skill Level: Low. However, need to be in the life stage of an empty nester.

Circles Ministry

Point Person

- Current Volunteers: Andrew Whang
- Frequency: Sporadic
- Time on Task: NA
- Expected Arrival Time: NA
- List of Tasks: Oversee leaders of any Circles groups at JRC, advise people interested in starting a new Circle, refer people interesting in joining a Circle to the appropriate leader. Assist Circle leaders as requested or needed.
- Skill Level: Moderate

Arrows Ministry

- Current Volunteers: Sil Joh and Arjin Kim
- Frequency: Special events 2 - 3 times a year
- Time on Task: Periodical updates, special events 2 - 3 times a year
- Expected Arrival Time: NA
- List of Tasks: Prayer for missionaries and short term missions (Thailand and Gleanings); current local ministries: Operation Christmas Child, Together We Rise Foster Care; Any other local ministries and opportunities to serve
- Skill Level: None.

College+ Ministry

Led by Pastor Peter Choe

- Current Volunteers: None.
- Frequency: Flexible (weekly, once a year, and anything in between)
- Time on Task: Flexible
- Expected Arrival Time: Flexible (depends on role/event, but our regular Sunday service meetings are at 12:10pm after service)
- List of Tasks: Tasks are flexible based on availability, skill, and desire. You can volunteer to join us in some capacity (teaching, co-teaching, leading, mentoring, etc.) during our weekly meetings Sunday afternoon if you would like a regular/recurring volunteer opportunity. Or you can volunteer for a one-time event (hosting/sponsoring a meal, leading a seminar or fellowship outing, offering lesson(s) on any subject, prayer support, etc.). We are happy to accept anyone who wants to invest in our college students in any capacity be it weekly, monthly, a few time a year, or once a year. Pastor Peter will be happy to speak with you and pray with you to see what ideas you have and how we can make it work.
- Skill Level: Minimal