

CHURCH OF THE INCARNATION

DIRECTORY OF MINISTRIES

October 2019

*As each has received a gift,
use it to serve one another,
as good stewards of God's varied grace
1 Peter 4:10*



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Prayer and Worship Ministries

Alleluia Choir

The Alleluia Choir sings a blend of classical and contemporary music at the Sunday 9:00 a.m. service and on other special occasions throughout the year.

Ways to be involved:

- *Chorister.* People who want to worship through the expression of beautiful music are welcome to sing with us. No prior musical experience is necessary to join.
- *Bell ringer.* Accompany choral anthems.
- *Music Librarian.* Maintain the Choir's music files, keep an inventory of choral pieces, distribute music to choristers, and help the Director with ordering and copying music.

Leadership: Mary Kennaugh is the Alleluia Choir Director.

Meeting Schedule: The Alleluia Choir sings at the Sunday 9:00 a.m. service from mid-August through May. The Choir rehearses on Wednesdays from 6:30 – 8:00 p.m., and on Sundays from 8:15 – 8:45 a.m. Additional rehearsals and performances are scheduled as needed.

Altar Guild

Altar Guild members care for the altar and its furnishings. Members polish, dust, arrange flowers, clean linens and vessels, and set up the credence table tray for each service. It's a prayerful ministry of service that can be deeply satisfying.

Ways to be involved:

- *Altar Guild team member.* Teams serve on a rotating schedule.

Leadership: Diana Ardley is lead Altar Guild member and handles scheduling.

Meeting Schedule: Altar Guild teams are scheduled for weekly assignments, which run from Saturday through Friday, and perform the tasks necessary for all regular and special services during that week. The Altar Guild also has 2 meetings and 2 work parties each year, before Christmas and Easter.

Anam Cara

Anam Cara: Psalm and Silence is a weekly gathering in the church for silent meditation, contemplative prayer, and learning to sing the psalms in plainchant. All are welcome!

Ways to be involved:

- *Attend the gathering.*
- *Cantor.*
- *Pre-gathering set-up / Post-gathering clean-up.*

Leadership: Lisa Jang.

Meeting schedule: Wednesday, 8:30-9:30 a.m.

Bread Bakers

Communion bread bakers bake the loaves of bread for the Eucharist.

Ways to be involved:

- *Baker.* Using a simple-to-follow recipe and diagram, bread bakers buy and assemble ingredients and prepare loaves of bread in their home kitchens.

Leadership: Linelle Lane.

Meeting schedule: Informal, by email or in-person during coffee hour. Depending on the number of bakers, each will be asked to bake bread approximately once per month.

Eucharistic Ministers and Acolytes

Together with the clergy, Eucharistic Ministers serve God's people by nourishing them with the Body and Blood of Christ through the ministration of communion. Eucharistic ministers serve the consecrated Bread and Wine, and generally assist in other roles in the liturgy as well. Acolytes are not licensed to serve the Bread or Wine but assist in other roles, including carrying the cross and torches in procession.

Ways to be involved:

- *Eucharistic Minister.* Eucharistic Ministers are adults who go through a period of training and receive a license from our Diocese to do this ministry.
- *Acolyte.* Acolytes can be youth or adults. No license is needed, just some training and orientation.

Leadership: Diana Ardley handles scheduling.

Meeting Schedule: Eucharistic Ministers and Acolytes serve one or more times per month, usually at their regular service of attendance, and may be asked to serve during other Sunday services and at funerals or other special services, as needed.

Morning Prayer

This community gathers each weekday morning in the church at 8 a.m. for this half-hour, lay-led service of psalms, scripture, and prayer, a core part of the Anglican spiritual tradition. After prayers we meet in the library for fellowship and a light breakfast. This is a wonderful way to start your day. All are welcome!

Ways to be involved:

- *Just show up!* All are welcome at Morning Prayer.
- *Become an Officiant.* Regular participants at Morning Prayer may feel called to learn how to officiate. While we have a regular lineup of officiants currently in place, it's always good to have more people who are able to lead this service.

Leadership: Barbara Avery.

Meeting Schedule: Monday – Friday, 8 a.m.

Numina

Numina Center for Spirituality and the Arts is dedicated to the celebration of the artistic expression of spirit. Our mission is to offer fine musical and artistic performances, as well as experiences in the expressive arts and spiritual practice. Numina comes from the Latin root *numen*: in ancient Rome an indwelling of guiding spirit. Numina connotes the presence of spirit and of creativity, especially in the material world. It is closely related to the word *numinous*, “having a deeply spiritual or mystical effect.” The currently scheduled Numina programs are *Through the Ear to the Heart* and *Sung Prayer*.

Ways to be involved:

- *Through the Ear to the Heart*. More information is provided under this ministry, above.
- *Sung Prayer*. More information is provided under this ministry, below.
- *Develop a new Numina ministry*.

Leadership: Daphne Vernon.

Meeting Schedule: See information for *Through the Ear to the Heart* and *Sung Prayer* ministries.

Readers

Readers, also called “Lectors”, read the scripture lessons and lead the prayers of the people in our liturgies. As you proclaim God’s Word, the scriptures flow through your body, your breath, and your voice.

Ways to be involved:

- *Reader*. Readers should have good public reading skills and be willing to engage in preparation, prayer, and practice.

Leadership: Diana Ardley.

Meeting Schedule: Readers serve one or more times per month, usually at their regular service of attendance, and may be asked to read during other Sunday services and at special services as needed.

St. Cecilia Choir

The St. Cecilia Choir welcomes singers with some choral experience who are dedicated to making beautiful music from a variety of different styles including Renaissance, Baroque, Classic, Modern, and Gospel.

Ways to be involved:

- *Choir Member*. Members should have choral experience and a desire to worship through the expression of beautiful music.
- *Librarian*: Organize, catalog and maintain our collection of music.

Leadership: Carol Menke, Director of Music.

Meeting schedule: Choir members attend choir practice on Thursday evenings from 7:30 - 9:00 p.m. and sing at the 11:15 a.m. Sunday service.

Sung Prayer

In Sung Prayer, we gather together in the church for a contemplative hour of song and silence where we can commune with ourselves, with each other, and with God. The songs are simple and repetitive, allowing us to settle deeply into prayer. All are welcome.

Ways to be involved:

- *Sing.* Open to everyone who enjoys singing – no prior experience or music training needed. Drop-ins and newcomers are always welcome.
- *Musician.* Participants are welcome to add their instrumental music to the gathering.
- *Setup helper.* 6:15-6:45 p.m.
- *Breakdown helper.* 8:00-8:30 p.m.
- *Photographer.* Anyone who has a knack with a phone camera.
- *Audio recorder.* Someone who knows how to operate a Zoom camera or use your own device.

Leadership: Robin O'Brien.

Meeting schedule: Every fourth Friday of the month, 7:00 p.m. to 8:00 p.m.

Through the Ear to the Heart

A weekly gathering to sing the music of 12th century mystic St. Hildegard of Bingen. Her songs are beyond beautiful and inspiring – they're encoded with wisdom and insight that lifts the spirits of all who sing them. We experience her music the way she shared it with the women and men who sang with her, in a restful, nourishing, contemplative process of listening and echoing what we hear.

Ways to be involved:

- *Sing.* Open to everyone who enjoys singing – no prior experience or music training needed. Drop-ins and newcomers are always welcome.

Leadership: Devi Mathieu.

Meeting schedule: We meet in the Church every Monday evening from 7:00 to 8:30 p.m., with a few exceptions as noted on the Numina web page: www.numinacenter.org.

Ushers

Do not hesitate to show hospitality to strangers, for by doing that some have entertained angels without knowing it. (Hebrews 13.2)

As an usher, you help provide the first impression of Incarnation for newcomers, and you help long-timers and newcomers alike feel welcome and at home.

Ways to be involved:

- *Usher.* Ushers serve on a rotating basis, usually one Sunday per month. Ushers are also asked to serve at funerals and extra holiday services on a voluntary basis.

Leadership: Jim Furness.

Meeting schedule: In addition to serving on Sunday as assigned, ushers gather together as a group two or three times per year.

Worship Committee

The Worship Committee is an advisory group to the Rector, which serves as our congregation's liturgical "think tank", thinking creatively to plan, reflect on, and evaluate our collective worship life.

Ways to be involved:

- *Worship Committee member.* Members should be regular participants in worship at Incarnation with a love of liturgy and an interest in deepening their familiarity with it.

Leadership: Stephen Shaver serves as Committee chair.

Meeting Schedule: For 2019-2020, the Committee meets monthly, usually on the second Tuesday, 7:00-8:30 p.m.

Study and Learning Ministries

Bookstore

The Bookstore in Farlander Hall offers Bibles, The Book of Common Prayer, spiritual books by many well-known authors, as well as fiction and non-fiction selections. We also sell icons, greeting cards, jewelry, wall crosses and many other gift items.

Ways to be involved:

- *Salesperson.* We need three people on Sunday mornings to ring up sales after each service.
- *Inventory and display helper.* On Saturday and during the week, one or two people to rearrange displays and order new inventory would be most helpful.

Leadership: Linda Sevier.

Meeting Schedule: One or two Sundays a month. Training during the week or Saturday at your convenience.

Education for Ministry

Through *study, prayer, and reflection*, EfM groups move toward a new understanding of the fullness of God's kingdom. Participants are given weekly assignments to study with the help of resource guides. Participants are responsible for setting their own learning goals. Through discussion and guided reflection, the seminars furnish an opportunity to deepen understanding of the readings. More important is the development of skills in theological reflection. The goal is to learn to think theologically. By examining their own beliefs and their relationship to our culture and the tradition of our Christian faith, participants can learn what it means to be effective ministers in the world. In coming to terms with the notion that everything we do has potential for manifesting the love of Christ, we discover that our ministry is at hand wherever we turn.

The seminar is supported by a life of prayer and regular worship. EfM groups are encouraged to develop a pattern of worship appropriate to their situations. Liturgical materials are furnished with the course materials.

Ways to be involved:

- *Register and pay fee / Attend seminars and study.*

Leadership: For more information contact Daphne Vernon.

Meeting Schedule: The seminar group meets from September-June.

Exploring Faith Course

A five-week series for those new to faith, new to the Episcopal Church, or just interested in exploring the big questions of God, faith, and church for the second, fifth, or fiftieth time. This class is open to anyone and is also the standard course for adults considering being baptized, being confirmed, or reaffirming their faith.

Ways to be involved:

- *Sign up.* All adults are welcome to participate.

Leadership: Stephen Shaver, together with Linelle Lane and Elizabeth Gibbs.

Meeting Schedule: Monday evenings from November 4 through December 2, 6:30-8:30 p.m. The course will also be offered again in the spring.

Godly Play

What is Godly Play? Children have an innate sense of the presence of God. The Godly Play approach helps them to explore their faith through story, to gain religious language and to enhance their spiritual experience through wonder and play. Based on Montessori principles and developed using a spiral curriculum, the Godly Play method serves children through early, middle and late childhood and beyond. Come join us!

Ways to be involved:

- *Attend classes.* Godly Play classes include ages Pre-K to 3rd grade.
- *Teacher / Doorperson.* The Doorperson greets children, helps them enter the circle, and serves as an assistant to the Storyteller. New Godly Play teachers generally start by serving as a Doorperson.
- *Teacher / Storyteller.* The Storyteller learns and tells the week's story, facilitates the wondering time, and supports children as they work with materials in response to the story. We can offer initial training here at Incarnation. Formal Godly Play training is also available and is highly recommended for those who will serve regularly as Storytellers.

Leadership: For more information contact Daphne Vernon.

Meeting Schedule: Godly Play runs from September – May during the Sunday 9 a.m. service. Teachers serve approximately once a month. All Godly Play teachers meet two to three times a year for fellowship and ongoing training.

Nursery

Our nursery cares for children, from infants through 8 years old, during all three Sunday services, and at other times when there are programs or services at church involving parents. We provide a loving, safe environment for all our children. We have a wide range of toys for all age levels as well as an outdoor play area. Parents are welcome to come and help their children settle in.

Ways to be involved:

- *Play!* Children from infants to 8 years old are welcome.

Leadership: For more information contact Daphne Vernon.

Meeting Schedule: The Nursery is open every Sunday and at some special services and events throughout the year.

Seasonal Classes

Living Compass, short-term classes: Small groups meet on a weekly basis for 6,8,12 weeks focusing Advent, Lent, Aging, Spiritual wellness and other topics. Invitations to these sessions are always in News and Notes.

Ways to be involved:

- *Attend classes.* Watch News & Notes for announcements of new classes. Registration instructions will vary; sometimes there is a book to purchase and sometimes material is provided at no charge. People are encouraged to RSVP in advance.

Leadership: For more information contact Daphne Vernon.

Meeting Schedule: Classes schedule TBD

Spiritual Formation Committee

The Spiritual Formation Committee meets roughly once a month to decide what programs will be offered and on the calendar for the year.

Ways to be involved:

- *Spiritual Formation Committee member.* If you are interested in the possibility of serving on this committee, please contact Daphne Vernon.

Leadership: For more information contact Daphne Vernon.

Meeting Schedule: Meets in Room 3; meeting schedule varies.

Youth Group

Youth ages 4th grade to 12th grade are invited to join us in church during services, and join us as a group during the formation time between 9 a.m. and 11:15 a.m. services.

Ways to be involved:

- *Youth Group member.* All youth from Incarnation are welcome to join us.
- *Parent volunteer.* Parents of participating youth are encouraged to help during periodic Pancake Breakfasts.

Leadership: For more information contact Daphne Vernon.

Meeting Schedule: Group meets during formation time between Sunday services.

Life in Community Ministries

Book Group

The Book Group chooses a book by consensus, after a suggestion of one of the participants. We have read many different types and genres, from spiritual writings to murder mysteries. Our current book (October 2019) is *A Gentleman in Moscow*. We take turns reading aloud for a few paragraphs. Of course, reading is optional and just listening is perfectly fine.

Ways to be involved:

- *Attend Book Group.* Everyone is welcome to join us at any time. No need to acquire the book ahead of time; one shared copy is kept in the library.

Leadership: For more information, contact Barbara Avery.

Meeting Schedule: The Book Group meets every Tuesday from 9:30 to 10:30 a.m. in the library.

Coffee Hour

Are you a latent cook, baker, or host / hostess and have NO where to display your gift? Receive Kudos? JOIN the Coffee Hour Ministry! You will never be alone; we work in teams. We have room for you!

Ways to be involved:

- *Host.* Make and serve coffee, arrange food on platters and the tables, monitor food tables, clean-up afterwards.
- *Baker.* We ALL will enjoy and appreciate your homemade baked goods on Sunday mornings.

Leadership: Julie Verhoeff.

Meeting schedule: Teams are assigned days to serve based on volunteers' availability.

Cursillo

The Cursillo weekend includes fifteen talks, called *rollos*, which are given by laypeople. The major emphasis of the weekend is to ask participants to take what they have learned back into the world, on what is known as the "fourth day." The method stresses personal spiritual development, as accelerated by group reunions after the initial weekend.

Ways to be involved:

- *Attend 3-day Cursillo weekend.*
- *Participate in periodic "4th Day" meetings.* Information on 4th Day meeting times and locations is shared at the end of each Redwood Empire Cursillo.
- *Work on future Cursillo Teams.*

Leadership: For information contact Catherine Priestley.

Meeting Schedule: Incarnation's 4th Day is open to members who have made Cursillo. It is held in Farlander Hall on the 3rd Monday of each month, from 6:45 – 8:15 p.m.

Daughters of the King

The Order of the Daughters of the King undertake a Rule of Prayer, Service and Evangelism. We partake in a 3-month study of reflection prior to taking our vows. We can be identified by our little silver cross that we wear daily as our habit, signifying that we cannot live a day without Christ.

Ways to be involved:

- *Daughters of the King.* Members commit to daily prayer. Prayers requested are confidential and listed by first name only on our monthly prayer list.

Leadership: Joan Stafford.

Meeting schedule: We meet once a month on the first Sunday after the second service for about an hour. Twice a year we are invited to attend a Northern California DOK assembly, which is voluntary.

Eucharistic Visitors

Eucharistic Visitors take the eucharist to parishioners who are unable to attend church services due to illness or infirmity. Their role is both pastoral and sacramental, and they serve as a reminder that we are all members of the Body of Christ.

Ways to be involved:

- *Eucharistic Visitor.* Eucharistic Visitors must be licensed by the diocese and complete “Safe Church” training, as well as be trained in the specific practices and procedures we follow at Church of the Incarnation. Commitment can range from taking the eucharist to a parishioner weekly to being “on call” to serve when needed.
- *Friendly Visitor.* Some EV team members also serve as “Friendly Visitors”, providing attention to those who wish to have a visit from a member of our parish family, but do not desire communion.

Leadership: Joanie Jasper serves as Eucharistic Visitor Coordinator under the direction of The Rev. Stephen Shaver.

Meeting schedule: Eucharistic Visitors meet quarterly, typically on the 3rd Wednesday of the designated month from 9:30-11:00 a.m. on the church campus.

Hospitality Team

The Hospitality Committee is responsible for providing receptions for special church events and memorial services.

Ways to be involved:

- *Committee member.* Committee members will perform various tasks, including planning, shopping, food preparation, cooking, dining room set-up, clean up and laundering of tablecloths (reimbursed - laundromat recommended).

Leadership: Catherine Priestley (Memorial Services) and Lauren Cole (Special Events).

Meeting schedule: Volunteers meet together once or twice a year for fellowship and training and serve at Memorial Services and/or Special Events as they are able.

Knitting Purls

Knitting Purls is desperate for hands! Hands to loom, hands to knit, hands to crochet! It seems the more we knit, the larger the need.

Ways to be involved:

- *Knitter (and more)*. We create Prayer Shawls for women and lap blankets for men, which are given to people in times of grief and trauma, and in times of joy (birth, Baptism, etc.). We also provide hats and fingerless mitts to help keep the cold at bay for Sunday Open Table guests, Living Room clients, and those at the Mission at Christmas time.

Leadership: Julie Verhoeff.

Meeting schedule: We meet Wednesdays from 10:00 a.m.-12:00 p.m. in the library but working at home is more than acceptable if that time does not work.

Men's Group

Spend an hour or so, twice a month, discussing searching (but uncontroversial) subjects with your fellow men, in a friendly, respectful, supportive environment. The group is a light-hearted, supportive place for men to dialog on a variety of topics. Most people in their lives have high and low spots. Sharing these life experiences in a supportive group setting can be a learning and entertaining experience for the whole group. Common topics arising are sharing what is going on in one's life, spiritual exploration, and general topics of interest.

Ways to be involved:

- *Attend group meetings*. New members are heartily welcome. This is an LGBTQ-friendly group.

Leadership: Chris Muntzer.

Meeting schedule: The Incarnation Men's Group meets at the church, at 7:00 p.m. twice a month, on every second and fourth Wednesday.

Ministry Development Task Force

The Ministry Development Task Force works to help everyone at Incarnation to get involved in ministry in ways that are right for them. This is a newly formed group that has worked to organize this year's ministry fair. In the future we hope to hold a ministry fair each fall and work year-round to encourage discernment and leadership development.

Ways to be involved:

- *Task Force Member*. Members should have an interest in providing support to the clergy and lay leaders of Incarnation's many ministries and helping parishioners to become involved with the ministries that will best use their time and talents to enrich all aspects of the congregation's worship and community life.

Leadership: Stephen Shaver.

Meeting schedule: TBD as needed.

Needleworker's Guild

The Needleworker's Guild meets on Fridays to enjoy fellowship and pursue needle craft arts. All craft persons who pursue Embroidery, Cross Stitch, Crochet, and Needlepoint are welcome. The group is very willing to help those new to these art forms.

Ways to be involved:

- *Attend Friday sessions.* Drop-ins welcome!

Leadership: Diane Schoenrock.

Meeting Schedule: The Guild meets on Fridays from 10 a.m. to noon in the Gathering Room located in Farlander Hall.

Pastoral Care Team

The Pastoral Care Team is currently a vision rather than a reality. We need caring Incarnation members to help make it happen! This team will be composed of Incarnation volunteers who are committed to helping members of our church family in time of need through prayer, listening, companionship, and sometimes practical assistance, in partnership with our clergy.

Ways to be involved (our team might include some or all of these roles, as we see what gifts people have):

- *Care Companion.* Visit with parishioners going through a difficult time. Training and a commitment to confidentiality will be essential.
- *Note-Writer.* Write encouraging notes to others.
- *Meal Coordinator.* Organize schedules for making meals for those who can use them, using an online tool like MealTrain.
- *Community Shepherd.* Reach out to folks who haven't been at church in a while or may have slipped through the cracks.

Leadership: Stephen Shaver.

Meeting Schedule: Visits are scheduled as requested. People in need contact the church office, the clergy, or the team leader.

Tables of Eight

The purpose of Tables of Eight is to meet, share a meal, and get to know members of the Incarnation congregation that you don't already know. You might meet in private homes, in restaurants, at the church, or in a park. Whatever works for your group. Likewise, you can meet for any meal you choose. Groups will be put together depending on who signs up to participate and will be reconfigured every few months. You may be in groups with couples, singles, or a mix.

Ways to be involved:

- *Tables of Eight participant.* After signing up to indicate your interest, you will be placed in a group of people who will meet for meals over a period of months.
- *Logistical helper.* Volunteers help with the group configuration process every few months.

Leadership: Nancy Wegge.

Meeting Schedule: Each group of 8 will determine how and when they would like to meet.

Widows and Widowers

The Widows and Widowers is a group of people who have lost their spouse or significant other. The group meets over a meal to talk, laugh, cry, and help each other through the natural grieving process. Because the intimacy developed amongst group members is important, the group size is limited to 11 people. If more people are interested, a second group can be formed.

Ways to be involved:

- *Attend gatherings.* Group members must RSVP in advance of the meeting day each month.

Leadership: For more information contact Marilyn Payne.

Meeting Schedule: The current group meets on the 4th Thursday of each month for lunch at the Union Hotel on Mission Blvd. in Santa Rosa.

Welcome Team

Are you interested in helping to determine how Incarnation might improve the ways in which we invite and welcome newcomers, as well as help all parishioners participate more deeply in the life of our church?

Ways to be involved:

- *Initial team formation.* Meet to discuss ways to facilitate deeper connections within the church community.

Leadership: Fernando Dizon.

Meeting schedule: TBD.

Action Ministries

Building and Grounds Committee

The Building & Grounds Committee is charged with planning for, and oversight and maintenance of, the facilities owned or operated by the Church.

Ways to be involved:

- *Planning Team member.* Planning team members are appointed by the Vestry, and may have experience with building trades, facility management, or other relevant experience or interest.
- *Maintenance Team member.* Maintenance team members are appointed by the Committee Chair and help with specific projects needing attention around the parish properties.

Leadership: Ken Molholt-Siebert.

Meeting Schedule: The Planning Team will meet on a quarterly basis, or more often, as required. Meeting schedule TBD. Maintenance Team meets as needed to complete projects.

Burbank School Tutors

Do you enjoy helping children learn? Do you marvel when you see a child have an “aha!” moment? Please consider volunteering at Burbank Elementary School. It will be a rewarding experience.

Ways to be involved:

- *Tutor.* Work with elementary students guided and supported by dedicated classroom teachers. Assignments will be mutually determined using classroom needs and your interests.

Leadership: Contact Fernando Dizon.

Meeting schedule: Tutors develop their schedules with Burbank School staff.

Development Committee



Jesus said to them, "Throw your net out on the right side of the boat, and you will find some." So they threw the net out and could not pull it back in, because they had caught so many fish. (John 21:6)

The Vestry's Development Committee plans and implements programs and activities to generate financial resources to support the congregation's worship and ministries. We are guided by our belief that the giving of our Time, Talent, and Treasure is a spiritual practice.

Ways to be involved:

- *Development Committee Member.* Members are appointed by the Vestry. Members should have a personal belief in and commitment to financial stewardship. Members are expected to: Attend quarterly Committee meetings and periodic fundraising training opportunities; Participate in Incarnation's annual pledge campaign, outreach events, and fundraisers; Thank donors for their gifts; Be creative and have fun!

Leadership: Mark Neumann and Inese Heinzl.

Meeting Schedule: Meetings are held quarterly, with more frequent, task-oriented meetings leading up to the annual pledge campaign.

Finance Committee

The Finance Committee keeps the vestry informed about our finances and makes recommendations for improving our financial health.

Ways to be involved:

- *Finance Committee member.* Members must be nominated and approved by the Vestry. Members should have some familiarity with basic budgeting and accounting principles and an interest in learning more about healthy church finances.

Leadership: David Jasper, parish Treasurer.

Meeting Schedule: Alternates as needed: monthly on the third Sunday 12:30-2:00 p.m., or third Monday, 6:30-8:00 p.m.

Heavenly Treasures

Heavenly Treasures is Incarnation's thrift store, located on Mendocino Avenue, just to the north of the Church. The store is open Wednesday through Saturday, from 10 a.m. to 4 p.m., and is staffed largely by volunteers. All profits raised by the store fund Incarnation's Outreach ministries.

Ways to be involved:

- *Store worker.* A large group of volunteers is needed to work 2- and 4-hour shifts from Wednesday – Saturday to sort through and price donations, arrange merchandise and displays, staff the cash register, and more. Come share your own special talent. We work together as a team and would love for you to join us.
- *Make a donation.* Gently used, clean donations are always welcome.
- *Shop at Heavenly Treasures.* Support the store by shopping for wonderful used items.

Leadership: Kathy Fleming.

Meeting Schedule: Work shifts are arranged by the volunteer and store manager.

Incarnation 100

The Incarnation 100 is an annual bike ride to raise funds for the Sunday Open Table, The Living Room, and St. Andrew's Food Program.

Ways to be involved:

- *Steering Committee / Planning Team Member.* A small group of people comprise the *Steering Committee*, which meets throughout the year to plan all aspects of the Incarnation 100. An expanded *Planning Team* begins to meet more frequently in the months immediately preceding the ride day. Each Steering Committee and Planning Team Member is responsible for one or more specific task areas.
- *Ride Volunteer.* More than 150 volunteers are needed to help put on the Incarnation 100 each year. Most volunteers work on the day of the Ride only, while some will work during other times prior to the ride (such as public relations, logistics, etc.)

Leadership: Kathleen Kane.

Meeting Schedule: Bike ride is held on the 2nd Saturday in June. Planning meetings schedule varies throughout the year with more frequent meetings as the ride date approaches.

Mobile Showers

The Redwood Gospel Mission brings its Mobile Shower unit to the church once a week for 2 hours to provide showers and toilets to people who are without homes. The showers are currently offered at the Church on Tuesdays from 11 a.m. to 1 p.m.

Ways to be involved:

- *Host.* Volunteers are needed to meet the Redwood Gospel Mission staff when they arrive at the church, unlock doors as needed to provide access to power and water, chat with shower guests, and ensure that everything is put away and locked when the showers leave.

Leadership: For more information, contact Kathleen Kane.

Meeting schedule: Volunteers can sign up to host as often as their schedule allows. Volunteers should plan to arrive at the Church by 10:45 a.m. and can usually leave by 1:30 p.m.

Office Volunteers

Often invisible to many parishioners, the work of the Church office is critical to the smooth functioning of our worship and community life together. Our paid office staff is augmented and supported by a cadre of committed volunteers who perform a variety of clerical jobs throughout the week.

Ways to be involved:

- *Work in the Welcome Center.* This might include answering phones, making copies, assembling bulletins and inserts, or any number of other things. Plus, you get to hang out at church and see people you care about!

Leadership: Parish Administrator, Alison Cole.

Meeting Schedule: Volunteers work with Alison to find a regular time to come in when the office is open. Some volunteers might be available on a more occasional basis for special projects.

Outreach Grants Committee

The Outreach Grants Committee reviewing grant applications and disburses monies from the Outreach Fund.

Ways to be involved:

- *Outreach Grants Committee member.* Members must be nominated and approved by the Vestry. Members should be familiar with the existing Incarnation outreach ministries and the overall outreach mission of the Church.

Leadership: Judy Velasquez serves as chair.

Meeting Schedule: The Outreach Grants Committee meets monthly. The meeting schedule is TBD.

Sunday Open Table

Sunday Open Table provides a hot breakfast for 100-150 people each and every Sunday morning of the year. This is an important ministry and provides support for our neighbors who are homeless, disabled, suffering from mental health issues and who struggle to make ends meet. Although most of the people we serve are single adults, we also frequently have families with children that come for our breakfast specials. We also provide a healthy bagged lunch to go.

Ways to be involved:

- *Open Table volunteer.* We have been providing this breakfast for many years and it takes a lot of help to make everything run smoothly. We have volunteers who help shop for food and supplies during the week, who help prepare sandwiches and set up the day before, who arrive early (very) to begin the process of cooking a hearty meal, who arrive later to serve food and hear all the gratitude, and who arrive a little later yet, to pass out vitamins, orange juice and help clean and sanitize the tables before parishioners arrive for their morning reception time. It is a friendly and kind group and we would love to have more volunteers to share the work.

Leadership: If you are interested please contact Barbara Avery.

Meeting Schedule: Volunteers are scheduled to work as they are available. The core planning team meets periodically, as needed.

Vestry

The Vestry is the official body responsible for the mission, finances and buildings of the Church of the Incarnation. They are elected by the members of the parish for rotating three-year terms, with elections held yearly at the Annual Meeting.

Ways to be involved:

- *Vestry member.* Vestry candidates are active baptized members of Incarnation with a demonstrated commitment to regular worship, service, and giving. If you are interested in being nominated for election as a member of the Vestry, please contact the Rector or Senior Warden.

Leadership: The Rector, Stephen Shaver, heads the Vestry. Kathleen Kane currently serves as Senior Warden.

Meeting Schedule: The full Vestry meets once a month on the 4th Tuesday at 6:30 pm. Meetings are open to all parishioners.

Website Content Providers

Up-to-date content is necessary for a vibrant website that invites and welcomes people to Incarnation. Every ministry is responsible for providing content, both text and images.

Ways to be involved:

- *Website Content Provider.* This is a writing/reporting and creative “reporting” role—you do NOT need to know how website software works! Work with your ministry to write content and take photos and submit to one of the web publishers. We need content from all ministries, from Godly Play to the organ, from Eucharistic Visitors to Open Table. Please note, this is different from “upcoming events” provided in News and Notes each week.

Leadership: Linelle Lane.

Meeting schedule: TBD.

Youth Mission Trips

In some years, youth (and adult leaders) from Incarnation go on mission trips. Destinations have included Mexico, Honduras, and other places. In recent years youth from Incarnation have also participated in our diocesan Pathways pilgrimage, a trip somewhere in California that focuses on spirituality and justice.

Ways to be involved: For information, contact Daphne Vernon.

Leadership: Daphne Vernon.