



Volunteer Roles For Ministries

Updated November 2025

*A collection of the Volunteer Opportunities
available at Oregon City Christian.*

General Volunteer Guidelines & Tools

- **Serve Where You're Gifted:**

We encourage you to choose a ministry that fits your skills and abilities. While training is provided, you'll likely feel more comfortable and effective serving in areas where you're already gifted. *To explore your spiritual gifts and passions, consider taking our **Serve** or **Spiritual Gifts** classes in the **Firm Foundations** series.*

- **Flexible Time Commitments:**

If a specific time commitment is not listed, it is open to discussion. Many roles are flexible and can adapt to your availability.

- **Membership Requirement Indicator (*):**

Ministries marked with an asterisk (*) require formal membership at Oregon City Christian Church. If you're not a member yet, we invite you to explore our membership class as part of the **Firm Foundations** series.

- **Conflict Resolution & Role Adjustments:**

If a conflict arises or you need to adjust your role, talk with your ministry lead or your Ministry Group Contact. We want to help you serve in a way that's healthy and sustainable.

- **Communication & Promotion Expectations:**

If a role involves "promotion," that does **not** mean creating graphics or materials. Instead, it includes:

- Submitting your event/class/gathering info to the **Communications Team** using the provided processes.
- Sharing announcements **within your ministry** to participants and volunteers.
- Being **available at the Connect Counter** (or designated location) to answer questions during active promotion windows.
- **Raising Up Leaders:**

Every ministry should look for ways to train up assistants and co-leaders. This provides support, shared responsibility, and helps develop future ministry leaders. Serving faithfully may lead to an invitation to join the **Ministry Leadership Team** over time.

Adult Ministries (Dave Harris)

GRANDPARENTING MATTERS

Ministry Lead: Karen Boss

Description:

Grandparenting Matters is all about equipping grandparents to intentionally disciple their grandchildren, helping to nurture their faith and build lasting spiritual connections.

Volunteer Opportunities:

- Assist with planning and organizing gatherings
(Commitment: Flexible and variable)
- Help with Set up and tear down for events
(Commitment: Flexible and variable)
- Coordinate occasional potlucks or special events
(Commitment: Flexible and variable)

MARRIAGE MINISTRY

Ministry Leads: Dawn and Rich Kassebaum

Description:

OCC Marriage Ministry exists to strengthen and support to-be and existing marriages, helping husbands and wives reflect God's love and impact future generations.

Volunteer Opportunities:

- *Serve as a marriage mentor *(Commitment: Flexible and variable)*
- Assist with event planning and hospitality
(Commitment: Flexible and variable)

MEN'S MINISTRIES

Ministry Lead: Michael Frazey

Description:

To inspire and empower men to become Christ-centered leaders through meaningful relationships, discipleship, and service.

Volunteer Opportunities:

- Plan upcoming Men's Ministry Events (Approx. 1 hour / Every other month)
- Assist with events like Men's Breakfast (Approx. 2-3 hours per event)
 - Set up / Tear down, and cooking
 - Waiter Services (serving during Women's Ministry Jingle Mingle in December)
- Help with various service projects (*Commitment: Flexible and variable*)
- Support with building and yard maintenance (*Commitment: Flexible and variable*)

PRAYER MINISTRY

Ministry Lead: Karen Boss and Bob Mueller

Description:

The prayer ministry is dedicated to pray earnestly for our church, our community and the world.

Volunteer Opportunities:

- Join the Sunday Morning Prayer Team and pray with others at the end of each service. (Time: 20 minutes/service | Frequency: As available)

WOMEN'S MINISTRIES

Ministry Lead: Kimberly Fenstermacher and Shelby Flowers

Description: *The purpose of OCC Women's Ministry is to provide opportunities for women to connect with one another and to grow deeper in their relationship with God. We do this through events that bring women together, by serving alongside one another, and by ministering and supporting one another as Sisters In Christ.*

Volunteer Opportunities:

- Assisting with even set up/ tear down (1-2 hours per event)
- Help with planning and/or facilitating events & retreats (*Commitment: Variable*)
- Provide childcare for events (*Commitment: Event Dependent*)

Community (Julie Morris)

COMMUNICATIONS TEAM

Ministry Lead: Jamie Sale

Description:

Our purpose is to effectively communicate the mission and vision of Oregon City Christian ensuring that church members and the local community are informed and connected with OCC's Ministries.

Volunteer Opportunities:

- *Help Website and App Management (*Commitment: Flexible and variable*)
- Contribute Graphic Design and Production (*Commitment: Flexible and variable*)
- Support Social Media Management and Design (*Commitment: Flexible and variable*)
- Assist photography and videography (*Commitment: Flexible per event*)
- Assist with midweek media (*Commitment: Flexible and variable*)

COMMUNITY CENTER

Ministry Lead: Tim Rasch and Kim Wood

Description: *The Community Center helps expand our church's availability for both church ministries and the local community, providing welcoming and well-maintained spaces for events, gatherings, and activities.*

Community Center Volunteer Opportunities:

- Cleaning Crew Members (Frequency: As scheduled / Time Commitment: Varies by task)
 - Weekly cleaning (Windows, bathrooms Kitchen - Counters & floors)
 - Gym Floor Sweeping & Deep Clean (Varies based on Gym use)
 - Special Deep Clean Projects (Biannually)
- Special Events Set Up Help

HOSPITALITY

Ministry Lead: Julie Morris

Description: *The Hospitality Ministry exists to provide meals, and refreshments that foster connection and support within the church. Through shared meals and service, we help create a welcoming environment where people can gather, celebrate, and care for one another.*

Volunteer Opportunities: This ministry includes three branches, each offering unique ways to serve:

HOSPITALITY - CHURCH EVENTS

Ministry Lead: Julie Morris

Description: The Church Events branch of the Hospitality Ministry is dedicated to serving the church by supporting various events throughout the year. Every role, from setting up tables and chairs to decorating and providing food, helps create a welcoming and festive atmosphere for our church community.

Church Events Volunteer Opportunities:

- Assisting with setting up and taking down tables and chairs
- Decorating event spaces
- Providing food and drinks
- Assisting with any other event-related tasks

HOSPITALITY - FAMILY CELEBRATIONS

Ministry Lead: Tina Ferguson

Description: The Family Celebrations branch of the Hospitality Ministry is dedicated to coordinating and supporting a variety of special events within our church family and community. From weddings and celebrations of life to birthdays, anniversaries, and graduations, this team helps bring joy and care to these important moments.

Volunteer Opportunities:

- Assisting with setting up and taking down tables and chairs
- Providing food and drinks
- Assisting with organizing food throughout the event
- *Event Frequency - Varies Time Commitment - Varies (typically 2-3 hours per event)*

HOSPITALITY MEAL TRAINS

Ministry Lead: Merrianna Tolbert

Description: The Meal Trains branch of the Hospitality Ministry provides meals for individuals and families in times of need, whether they've welcomed a new baby, undergone surgery, or are navigating a loss. These meals offer comfort and practical support, sharing God's love through the gift of food

Volunteer Opportunities:

- Prepping and delivering meals to those who could use a helping hand. (Commitment: Flexible and based on the needs of the community. Volunteers can sign up to provide meals whenever they're able, making it easy to contribute as their schedule allows)

SUNDAY ATTENDANCE COUNT TEAM

Ministry Lead: Julie Morris

Description: *The Sunday Attendance Counting Team plays an important role in helping our church understand and track growth and engagement. Each Sunday, team members count and document attendance for all services, providing valuable insights into our church community's trends and needs.*

Volunteer Opportunities:

- Document attendance count for each service (Once a month or as often as you want - One or both services, *15 minutes each service*)

Discipleship (Jay Bettineski and Annette Mulligan)

ADULT EDUCATION (SUNDAY SCHOOL)

Ministry Lead: Dick Gross and more

Description: *The Adult Education Ministry offers in-depth Sunday School classes that go beyond the Sunday morning sermon to explore the Bible in a deeper and more interactive way. Classes cover a variety of topics, from detailed studies of specific books of the Bible to understanding historical and cultural contexts, all designed to enrich your faith journey.*

Volunteer Opportunities:

- *Teacher (Flexible frequency and time commitment)
 - Curriculum to be vetted
 - Set Class Schedule
 - Promotion Schedule
- Class Assistant (As needed)
 - Prep Copies
 - Assist with slides - Set up running computer

BIBLE STUDIES

Ministry Lead: Annette Mulligan (Women's Bible Study), Jay Bettineski (Men's Bible Study)

Description: *OCC Bible Studies provide a welcoming, small group setting for men and women to grow deeper in their faith through guided curriculum, personal reflection, and weekly discussion. These studies offer spiritual encouragement and foster meaningful relationships that extend beyond the classroom.*

Bible Studies Volunteer Opportunities:

- ***Facilitator** – Guide weekly discussions, keep the group on schedule, and help participants stay engaged with the material.
- **Group Assistant** – Help with scheduling, manage materials, take attendance, and support group communication.
- **Hospitality Helper** (optional) – Provide snacks or help create a warm and welcoming environment for in-person gatherings.

Time Commitment:

- **Facilitator:** ~5.5 hours per week during study seasons (September–May), including prep and group time.
- **Group Assistant & Hospitality:** 1–2 hours per week, depending on group needs and your availability.
- Volunteers serve during active study seasons and can choose their level of involvement based on availability.

FIRM FOUNDATIONS

Ministry Lead: Jay Bettineski and Annette Mulligan

Description: *OC Firm Foundations Classes are a series of classes designed to support and encourage OCC's emphasis on discipleship, core values and spiritual growth within our church family. Through these classes individuals can take the next steps in their faith journey towards spiritual maturity.*

Firm Foundations Volunteer Opportunities:

- *Class Facilitator – Following curriculum for Firm Foundations (Commitment: Following Class schedule)
- Class Administrative Assistant (Following Class Schedule) - Make copies, stand at the counter to provide information and answer questions, put signs up

DISCIPLESHIP

Ministry Lead: Jay Bettineski

Description: *The Discipleship process helps individuals to grow as disciples of Jesus in a healthy relational environment.*

Volunteer Opportunities:

- ***Disciple-Maker**
 - Attend Discipleship Training Classes
 - Disciple a young believer
 - Teach provided lessons and materials
 - Build personal relationships with disciple
 - (Commitment: Bible Study once a week and set aside time for building relationships outside of Bible Study time)
- **Curriculum and Resource Manager:**
- Develop, purchase & maintain discipleship resources
- Make and provide copies of materials for teachers
- Keep records of Disciple-Makers and Disciples
- (Commitment: As needed; however, More time required initially to set up files)

MENTORING

Ministry Lead: Lisa Davidson

Description: *Encourage and foster connections between mentors and mentees to provide opportunities for growth in Christ and support through life's circumstances. Pray with each other and seek God's direction.*

Volunteer Opportunities:

- *1-on-1 Mentor (Meeting once a month for 3 months)
 - Provide insight and support towards a specified goal set with mentee.
- Administrative Assistant
 - Assist with communication to mentors/mentees
 - Help manage commitment timelines

SMALL GROUPS

Ministry Lead: Annette Mulligan, Edy Schaller, Jay Bettineski (Consultant)

Description: *To help people grow as disciples of Jesus in a healthy relational environment*

Volunteer Opportunities:

- *Facilitator
 - Assist the groups as they walk through the Weekly Small Group Questions
 - Encourage participation
 - Facilitate asking deeper questions as the conversation lends itself
- *Facilitator - Trainer
 - Follow provided materials to train Small Group Facilitators

Small Group Volunteer Opportunities (Cont.):

- *Facilitator - Coach
 - Checking in with Small Group Facilitators and helping navigate group dynamics and conflicts
 - *Administrator for Small Groups
 - Checking in with the Small Group
 - Attendance
 - Filling in fo the Facilitator
 - Host Home for Small Groups
 - Providing a space to meet
 - *Ministry Lead / Co-Lead
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Family Life Ministries

Ministry Leads: Sarah Larsen (Childcare OC Kids), Ryan Leonard (Young Adults, Youth)

OC KIDS

Ministry Leads: Sarah Larsen, Emma Frunk

Description:

To make and train up little disciples from babies through 5th grade.

Volunteer Opportunities:

- In-class helper or teacher on Sundays (Variable frequency, 1-2 hours)
- Check-in team (first impressions)
- Help at events like Fall Bash, Day Camp
- Donate snacks and supplies

EXTREME YOUTH GROUP (4TH & 5TH GRADE)

Ministry Leads: Jesse Hernandez, Emma Frunk, Sarah Larsen

Description: *Extreme is OCC's youth group designed specifically for 4th and 5th grade students. Each gathering combines games, interactive lessons, and small group time to build faith, friendships, and confidence in who they are in Christ.*

Volunteer Opportunities:

Youth Leader / Assistant (Wednesdays, 2 hours - Sept.-May)

- Connect with Students
- Assist with activities and lessons
- Provide a safe space for students to learn about Christ

YOUTH (6-8TH & 9-12TH GRADE)

Ministry Lead: Ryan Leonard

Description:

OC Youth's mission is to reach our community, one student at a time. Our vision is to make lifelong disciples of Jesus Christ.

Volunteer Opportunities:

- Be a youth group leader (Middle or High School)
 - Lead a small group
 - Participate in events, games and retreats

Youth Volunteer Opportunities (Cont.):

- Cook for retreats
 - Youth Worship
 - Leading worship, and help teach students instruments
 - Operating Sound Booth or Slides
 - Pray for students & leaders
 - Serve in the youth coffee shop
-

Operations (Todd Wood)

FACILITIES/MAINTENANCE

Ministry Lead: Todd Wood

Description:

To maintain and care for the cleanliness and functionality of the church buildings.

Volunteer Opportunities:

- Clean bathrooms, kitchens, and windows (Flexible Time Commitments)
- Vacuum and mop (Flexible Time Commitments)
- Set up/tear down for events
- Serve as a substitute cleaner
- Garbage collection (Weekly)
- Facilities Assistant - Scheduling
- Inventory Supplies (Every 2 Weeks)

GROUNDS

Ministry Lead: Larry Bennett

Description:

To maintain the exterior grounds and landscaping of OCC's campus.

Volunteer Opportunities:

- Mowing, weeding, trimming
 - Outdoor beautification projects
 - Playground Maintenance - Weeds, Trash Cleaning Structure, Pest Control,
 - Grounds Assistant - Scheduling volunteers
-

Outreach Ministries (Royce McCullough)

ANGELS IN THE OUTFIELD

Ministry Lead: Shannon Kmetic-Rasch

Description: *Angels in the Outfield is a nonprofit organization committed to restoring joy and hope for children who have endured abuse and neglect.*

Volunteer Opportunities:

- Annual Holiday Store - Donations, Assembling Bags for Families (December ONLY - Flexible Serving times)

BACKPACK BUDDIES

Ministry Lead: Josh Brown

Description: *Backpack Buddies is a supplemental weekend food program for at-risk children in our area throughout the year.*

Volunteer Opportunities:

- Donations
- Assembling Bags (1 hour / twice a month)
- Delivering Bags
- Purchasing
- Administrative Assistant

CATALYST NW

Ministry Lead: Merritt Beymer

Description: *Repair health and safety issues for people who have no resources to get the repairs done, or do them themselves. Catalyst raises the funds and organizes the volunteers to accomplish the repairs, so there is no cost to the homeowners.*

Volunteer Opportunities:

- Serve in projects - No skill required (3-4 hour per project)
 - Examples of projects are painting, plumbing, roofing, siding and other maintenance work.

CARE TEAM MINISTRY

Ministry Lead: Multiple (Specified under following Ministries)

Description: *The Card Writing Team brings joy and encouragement through heartfelt, handwritten notes. By sending cards to those who are ill, recovering, or simply in need of a little extra love, this team helps brighten the days of many in our community.*

Volunteer Opportunities:

- Administrative Assistant - Coordinating Visitation & Card Ministry.

CARD WRITING TEAM

Ministry Lead: Laurie Nopper

Description: *Our Care Team is dedicated to providing compassionate support to members of our congregation who need it most. Whether individuals are in hospitals, care facilities, or at home, our team works to ensure they feel remembered, loved, and supported by their church family.*

Volunteer Opportunities:

- Administrative Assistant
- Card writing, making/purchasing,
- Sending and Delivering cards
- Card Follow Up

VISITATION

Ministry Lead: Bob Mueller

Description: The Visitation Team offers a personal touch by visiting those in hospitals, care facilities, or homebound members. Through these visits, they provide companionship, prayer, and a reminder that no one in our church family is ever alone.

Volunteer Opportunities:

- Administrative Assistant - Schedule Visitations & Coordinate
- *Training for Facilitators
- Follow Up with Team Members about Visitation
- Visiting members in hospitals, care facilities, or homes (1 hour / visit)

MISSIONS

Ministry Lead: Linda Osterhoudt

Description:

Our Missions Ministry is dedicated to supporting and encouraging the missionaries we partner with, both in the U.S. and overseas. We aim to keep our church connected to the incredible work being done around the world to spread the gospel and to foster a heart for global outreach within our congregation.

Missions Volunteer Opportunities:

- Administrative Assistant - Schedule meetings, Correspond with missionaries
- Participate in Missions Fair - Host a table
- Set Up / Tear Down for Missions Fair
- Pray for Missionaries

SEW AND SERVE

Ministry Lead: Marsha McClintock

Description:

To provide handmade sewn items to children in need across the Portland area.

Volunteer Opportunities:

- Donate fabric
- Sew & Assemble care items
- Pray for the recipients

LoveINC

Ministry Lead: Patti Clar & Rita Salo

Description: *Helping churches help people by serving people in Clackamas County that have physical, emotional, relational and/or spiritual needs.*

LoveINC Volunteer Opportunities:

- Donations of furniture or financial contribution
 - Data Entry
 - Event Planning / Fundraising
 - Referring those in need to LoveINC Programs
-

Safety Ministry (Don Ramsey)

Ministry Lead: Don Ramsey

Training Coordinator: Erik Clar

Description:

To protect OCC attendees from physical threats, provide emergency support, and safeguard the property.

Safety Volunteer Opportunities:

- Serve during Sunday services and large events
 - Medical assistance
 - Safety Training - Medical, Crisis training, Emergency Evacuation, etc.
-

Worship Ministry (Isaac Williams)

COMMUNION

Ministry Lead: Diane Kestler

Description: *The Communion Ministry assembles, preps, and serves Communion each week to provide the congregation with a meaningful moment to reflect on the sacrifice of Jesus. This ministry also ensures Communion is available for children's classes, helping them engage with this important part of worship in an age-appropriate way.*

Volunteer Opportunities:

- Preparation and assembly of Communion Elements (Weekly - 1-2hours)
- Set Up & Clean Up (Weekly - 30-45 minutes each)
- Table Decorations - Runners, Center Pieces

CONNECT COUNTER

Ministry Lead: Annette Mulligan

Description:

The Connect Counter is a central hub on Sunday mornings where attendees can ask questions, pick up or drop off information, and share feedback. It's a welcoming space designed to help people feel informed, heard, and more connected to the life of the church.

Connect Counter Volunteer Opportunities:

- Serve at the counter before or after services
- Be a substitute when needed
- Administrative Assistant - Scheduling Volunteers

GREETERS AND USHERS

Ministry Lead: Michele Summerlin

Description: *The Greeters Team serves as a warm and welcoming presence on Sunday mornings, helping every person feel seen and valued from the moment they arrive. Ushers assist in finding a place for everyone in the service.*

Volunteer Opportunities:

- Greeter - before or after services (30 minutes before & 15 minutes after service begins - as scheduled)
 - Greet families
 - Provide Weekly Bulletin, Sermon Study Guide & any additional important handouts
 - Directs new families to resources
 - Answer basic questions
- Ushers - before or after services (30 minutes before & assist during service - as scheduled)
 - Assist in finding a place for everyone in the service
 - Helping with accommodations (seating for individuals with strollers, wheelchairs/walkers or seating families/groups)
 - Welcoming and holds the door open for those entering/leaving the Worship

MUSIC AND MEDIA

Ministry Lead: Isaac Williams

Description:

To glorify God and encourage the church through music and media during worship services.

Volunteer Opportunities:

- Sing or play an instrument on the Music Team (Basic skills required)
 - *Singers need to be a baptized believer
 - Instrumentalists need to be able to play from a chord chart
- Run sound, slides, or livestream
- Stage Design