

DOCUMENTING OUR MINISTRIES

MINISTRY: ALTERNATIVE GIFT CATALOG

DATE OF THIS DOCUMENTATION UPDATE: FEBRUARY 2009

MINISTRY DESCRIPTION:

Help make the world a better place during the holiday season! The Alternative Gift Catalog provides meaningful opportunities for supporting the Millennium Development Goals. Help with preparation and lay-out of the catalog, staffing the gift table, and assisting parishioners with their purchases.

WAYS TO BE INVOLVED:

These included

- Help with contacting agencies about participating;
- Help with preparation of text for the catalog;
- Help with, lay-out of the catalog;
- Help with staffing the gift table during the Advent season;
- Assisting parishioners with their purchases;
- Help with producing data based reports

SPECIFIC TASKS OR ACTIVITIES:

Volunteers can participate at regularly schedule times or on their own time depending on the phase of the project. For example,

- The production phase occurs during the late summer and early fall; much of this work is done by email.
- The purchasing phase happens on Sundays during the Advent season following the 9 am and 11 am services. This phase involves regularly scheduled times when volunteers are needed.
- The accounting phase happens prior to December 31st. A volunteer would need to be available for several hours on a couple of different days prior to the end of the year to help enter data for tracking contributions.

GIFTS, EXPERIENCE AND OR EXPERTISE HELPFUL TO THIS ACTIVITY:

If involved in production, some experience in producing brochures and doing lay-outs would be helpful; enjoying interacting with people would be helpful during the gift purchasing phase when people need help with their purchases (ie. Donations); data entry skills would help in the accounting phase. No one person needs to have all of these skills as each volunteer can pick what they want to do in this ministry. There is something for everyone, extrovert or introvert!

TIME INVOLVED:

This depends on the phase of the project. Pre-production and production can be done in the evenings from home. Gift purchasing occurs during 3-4 Sundays in Advent, and involves 1 hour per session staffing the table. A volunteer can help once or weekly on these Sundays. Accounting happens during weekdays when the church office is open, and involves 2-3 times for 1-2 hours each.

Volunteers can spend from one hour to as many as they wish helping with this ministry. This is a seasonal Ministry so does not involve an on-going commitment through out the year.

OTHER INFORMATION ABOUT THIS MINISTRY:

This ministry leaves you with a sense of satisfaction during the Advent season. You are helping people find alternatives to commercial gift giving in a way that supports the Millennium Development Goals through contributions to selected non-profit organizations. You truly feel that you are helping make a difference in the lives of people locally and internationally. What better gift can you give to yourself at Christmas!