

Helping Hands Ministry Playbook

Description of the Ministry:

Purpose:

The Helping Hands Committee is designed to provide support to members of the congregation in need. We do this by providing meals to members who have recently had a child, health problems, or a hospitalized and/or sick family member. Our goal is to provide support and assistance during difficult times for these individuals. It is a reminder to our members that the Church is there to support them in both times of joy and difficulty.

Activities/Events:

The Helping Hands Committee has no organized activities and/or scheduled activities. Once we are notified of a member in need by Parish Coordinator Anita Lisk, then an email is sent to all committee members requesting assistance in providing a meal. Individual committee members are responsible for contacting the family in need and arranging for the delivery of the meal.

Impact Observations:

I believe the Helping Hands Committee directly touches many of our members. The simple gesture of providing a meal during a busy or difficult time shows the support of our church family. It shows that the clergy and fellow parishioners know and care about each and every member of the congregation.

I became involved as a volunteer with the Helping Hands after the birth of my son in 2008. I was very moved by the gesture and felt very fortunate to be a member of the St. James' family. As a member of the committee, I was able to see the appreciation in a new mother's face when I delivered a meal.

Roles in the Ministry:

Chairperson(s):

The Chairperson of the Helping Hands Committee is responsible for coordinating the meals to be provided to the parishioner in need. The process starts by Anita providing the Chairperson with the name and contact information for the parishioner in need. Once received, the chairperson sends an email out to all members of the committee requesting someone to volunteer to provide a meal. The Chairperson then is responsible for confirming that the member provided the meal. In 2010, we provided approximately 30 meals to families in need.

A good chairperson should have the ability to coordinate members on the committee, and have strong follow up skills.

Current Chair: Jayne Pemberton (783-7242 (O); 564-5549 (C); email: jpemberton@sandsanderson.com)

Staff involvement:

Anita Lisk, Parish Coordinator, contacts the chairperson of the committee with information regarding members who have recently had a baby, undergone surgery, and/or are otherwise in need.

Committee members/Opportunities for Involvement:

The Helping Hands Committee could use about three to four more active members. At this time, there are approximately 10 members on the committee, but only about half are active. The committee members are responsible for preparing the meals.

Time Commitment by Chair(s) and Committee Members:

The time commitment of the chairperson is not extensive. It does come in waves, and varies from month to month. If there is an immediate volunteer, then it could take as little as 20 minutes to organize the delivery of a meal. If there is not a volunteer, then there are generally several emails in attempts to coordinate a meal to be delivered, thus taking closer to 40 to 45 minutes.

For Committee members, the act of cooking and delivering the meal, can take between two to four hours, depending upon the member's decision about what to prepare/acquire. Committee members are typically only called on once every 2-4 months.

Involvement by Other St. James's Groups:

Not applicable.

Resources Required:

Financial:

Not applicable.

Space:

Not applicable.

Staff:

Anita Lisk provides the committee chair with the name and contact information of the church member and/or family in need of a meal.

Advertising/Publicity:

Not applicable.

Manpower:

Not applicable.

Community Impact/Partners:

Not applicable.

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