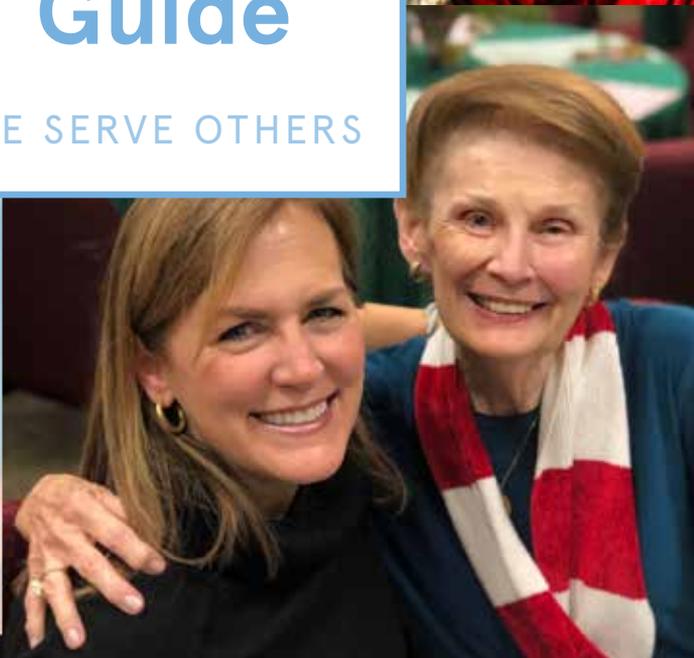




# Ministry Guide

WE SERVE OTHERS



## TRADITIONAL WORSHIP

9 a.m. | Sanctuary

## SUNDAY MORNING BIBLE STUDY

10 a.m.

## CONTEMPORARY WORSHIP

11 a.m. | Sanctuary





## A MESSAGE FROM DR. DORTCH

One of the “God-sized dreams” in our Vision 2020 plan is to be a congregation marked by the manner in which “We Serve Others.” While there are many ways in which one might define a faithful church, I don’t know that any would apply if service were not somewhere in the mix. The surest sign of our faith is when we are about a task that is designed to meet some pressing need or concern outside of ourselves and to do so in Jesus’ name.

Unfortunately, we live now in a world that is accustomed to being served and not to serving. The prevailing culture tells us that we have made it when we are in a position where others are catering to our every whim. How different that is from Jesus, who said of Himself that “He came not to be served, but to serve, and to give His life as a ransom for many” (Mark 10:45). If such service was Jesus’ sense of His personal mission, I don’t know how people can consider themselves Jesus’ followers if they don’t model His way of faith.

This Ministry Guide has been created so that members and attendees of our church can show their faith through their service in Jesus’ name. In this guide you’ll find a host of opportunities organized around the various areas of church life where we need people to serve. These opportunities literally cover the spectrum of ministries at Mountain Brook Baptist Church and there most definitely is a place where you can connect by means of your service.

I ask you to do two things as you consider how to respond to this guide. First, I ask you to pray about your place of service. Ideally, service in Jesus’ name reflects our passion and giftedness so that we labor out of love and not drudgery or guilt.

Secondly, I ask you to be open to tackling the less glamorous, but equally necessary parts of Christian service. As I heard someone once say, “Everyone wants to save the world, but no one wants to do the dishes.” Sometimes it’s the most seemingly mundane tasks that move the church closer to the fulfillment of its mission.

Jesus talked about His disciples being “salt and light” (Matthew 5:13-16). Our service gives our witness tastefulness and our labor brings the light of life into the dark places where disillusionment and despair must be dismissed. So, take this guide and let us know where you feel most called, most gifted, and most passionate. When we make sure that everyone in our church is in such a place, then we can be confident that Jesus’ favor will most fully abound in us and through us because we will then truly be His “good and faithful servants.” (Matthew 25:23).

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## *Ministries*



# CHILDREN'S MINISTRY

The spiritual foundation of each child begins in infancy and grows and develops each year. We have a vision to open, guide, and strengthen the minds and hearts of our children to the teachings of Jesus Christ. We want to see children become believers in Jesus Christ as their personal Savior and support them in their faith journey. The Children's Ministry Team assists the Minister to Children and Family Ministries by planning, implementing, and evaluating current children's ministries for the following age levels:

## **PRESCHOOL (BIRTH-5K)**

Volunteers are needed for Sunday Morning Bible Study, Worship Care, and Children's Missions. Opportunities are also available for summer programming including VBS as well as special events such as the Easter Egg Hunt, Parents' Night Out, Family Events, etc.

## **SCHOOL AGE (1ST-4TH GRADE)**

Volunteers are needed for Sunday Morning Bible Study and Children's Missions as well as summer programming including VBS and Children's Camp. Other special events include Bible Drill, Parents' Night Out, Family Events, etc.

## **PRETEEN (5TH & 6TH GRADE)**

Volunteers are needed for Sunday Morning Bible Study and Children's Missions. Additional opportunities include chaperones for retreats, Summer Mystery Trip, Children's Camp, and other special events.

## CHILDREN'S MINISTRY (CONTINUED)

### WEDNESDAY NIGHT MISSIONS & MUSIC

Volunteers are needed to help with our Midweek Ministries on Wednesday nights for kids. Children participate in Missions followed by Children's Choir. Mission Friends is for preschoolers, Girls in Action (GAs) is for school-age girls, and Royal Ambassadors (RAs) is for school-age boys.

Children's Choirs are open for children in preschool through 6<sup>th</sup> grade, and they sing in worship several Sunday morning church services throughout the year. Choirs are organized by age including Preschool Choir (3s), Cherub Choir (4s & 5s), Music Makers (1<sup>st</sup>-3<sup>rd</sup> Grade) and Young Musicians (4<sup>th</sup>-6<sup>th</sup> Grade).

### SUMMER MINISTRY OPPORTUNITIES

Each summer, we have several ministry opportunities. We take our Preteens on a special mystery trip. In July, we have Vacation Bible School, and we need people to help teach, decorate, serve snacks, lead crafts, help with recreation, help with registration, and more. Later in July, our school-age children go to Children's Camp.

**Contact: Sharon Howard | [sharon@mbbc.org](mailto:sharon@mbbc.org)**



## STUDENT MINISTRY

Our Student Ministry is partnering with families to raise up a generation of students to be all God is calling them to become. By helping 7<sup>th</sup>-12<sup>th</sup> grade students grow in their discipleship, we hope to equip servant hearted followers of Christ who love God and live with grace and generosity. If you are an adult interested in investing in our Student Ministry, there are many opportunities to serve. We need caring, invested adult leaders for our weekly programming outlined below as well as for seasonal retreats and other events. We also often need folks willing to cook meals, share resources, and do other behind-the-scenes work to help our Student Ministry thrive.

### **SUNDAY MORNING BIBLE STUDY | SUNDAYS, 9:15 A.M.**

We gather in the Student Ministry Area (2A) for large group teaching time, then we break into smaller groups for discussion to help us better understand Scripture and apply it in our lives. Co-ed, grade-partitioned discussion groups are led by caring, invested adults.

### **GROWTH GROUPS | WEDNESDAYS, 6-7 P.M.**

During the school year these weekly small groups are designed to help us dive deeper into relational discipleship. We do this by reading and memorizing Scripture and being in community with one another. Growth Groups require a higher level of commitment than our other programming. We ask students to commit to presence, preparation, and participation. All MBBC Growth Groups are divided by gender. Our adult-led groups for Jr. High and Sr. High students meet Wednesday evenings in the Student Ministry Area (2A).

## STUDENT MINISTRY (CONTINUED)

### THE BROOK | SUNDAYS, 6-7:30 P.M.

During the school year, this weekly gathering provides a relaxed, fun atmosphere for worship, teaching, a shared meal, and fellowship aimed to meet students where they are.

**Contact:** Ben Winder | [ben@mbbc.org](mailto:ben@mbbc.org)

### CHAPEL CHOIR

The Chapel Choir is comprised of youth in grades 7-12. The choir learns music for worship and leads our services about three times each semester. The Chapel Choir takes a week-long choir tour every other summer, and occasionally volunteers are needed for chaperones on the trip.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)



# ADULT MINISTRY

## MEN'S MINISTRY

The Men's Ministry provides opportunities for learning and fellowship that are designed to help men in our church grow in relationship with one another and with Jesus Christ.

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)

## SHARPEN UP MEN'S BREAKFAST

Our Sharpen Up breakfasts provide guys of all ages the opportunity to enjoy a hearty breakfast, fellowship around the tables, and a devotion led by a staff member or guest speaker. We meet on select Tuesday mornings from 6:15-7:30 a.m. To access a schedule of upcoming meetings, visit [www.mbbc.org/sharpenup](http://www.mbbc.org/sharpenup).

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)

## WOMEN'S MINISTRY

The Women's Ministry provides leadership for the ministries specific to women of the church and community. Members suggest, coordinate, and implement opportunities designed for women of all ages to experience fellowship, small group interaction, worship, and missions. Volunteers are needed to help plan and support the Women's Ministry dinners, retreats, fellowship events, Grantswood Reading Program, and Bible studies. Volunteers may participate on an event basis or throughout the year.

**Contact:** Mary Splawn | [mary@mbbc.org](mailto:mary@mbbc.org)

## ADULT MINISTRY (CONTINUED)

### COMMUNITY (COLLEGE & YOUNG ADULTS)

As the Community Class, we want to be a “home away from home” for our college students and young adults and a place where they are disciplined and challenged in their faith in Christ. We have Sunday Morning Bible Study at 9:15 a.m. each week and a College and Career Night during the month where college students and young adults come together for a meal, worship, and fellowship. Volunteers are needed to help care for our young adults and as well as to provide meals for College and Career Night.

**Contact: Joel Burks | [joel@mbbc.org](mailto:joel@mbbc.org)**

### ACTIVE CHRISTIAN LIVING

This council is responsible for supporting the ACTIVE Christian Living ministry for adults age 55 and up. Volunteers are needed to help plan fellowship and ministry opportunities for monthly luncheon programs and trips, local ministry mission opportunities, and the Mellow Brook Singers.

**Contact: Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)**



## *Worship & Music*



## WORSHIP & MUSIC

### ALTAR GUILD

This team is responsible for the flower arrangements each Sunday. They also plan some of the Christmas decorations for the Sanctuary each year.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

### BAPTISMAL MINISTRY

This team is responsible for meeting with baptismal candidates prior to their baptisms and assisting them in the robing rooms. Members maintain adequate supplies needed for baptismal services.

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)

### CANDLELIGHT SERVICE

This team is responsible for assembling and distributing candles for the two Christmas Eve Communion services.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

### COMMUNION

This team is responsible for ordering the communion supplies used in our worship services. The team also works together to set up the Communion trays with wafers and cups for the designated Sundays for Communion services each year.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

## FUNERAL

This ministry is responsible for providing support to families that hold the funerals of their loved ones at the church. Members serve as greeters, hosts, and hostesses to bereaved families and their guests. They are scheduled to serve as needs arise and according to their availability.

**Contact:** Doug Dortch | [doug@mbbc.org](mailto:doug@mbbc.org)

## MUSIC MINISTRY COUNCIL

This council is responsible for helping the Minister of Music with any special projects and events related to the music ministry of the church.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

## VOICES IN BRONZE HANDBELLS

MBBC has a five octave set of Schulmeric Handbells. Our Handbell Choir meets for specific time periods to prepare to ring for worship and other occasions. Rehearsals are on Sunday evenings.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

## SANCTUARY CHOIR

The Sanctuary Choir provides leadership and music for the 10:30 a.m. Traditional Worship Service each Sunday morning. Membership is open to singers ages 18 and up. Rehearsals are on Wednesday evenings from 7-8:30 p.m. in the Choir Suite.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

## WORSHIP & MUSIC (CONTINUED)

### MELLOW BROOK SINGERS

The Mellow Brook Singers is a choir for adults age 55 and up. The primary ministry of this group is to learn music to take outside the walls of our church into our community by singing at nursing homes and assisted living centers. Rehearsals are from September through May each year on Thursdays from 10:30-11:30 a.m. in Hudson Hall.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

### SUMMER ORCHESTRA

Would you like to dust off your instrument and be a part of the orchestra? We meet during the summer on Wednesday nights from 6-7 p.m.

**Contact:** Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)

### WORSHIP BAND

Our worship band is responsible for the congregational music in our Contemporary Worship service held in Heritage Hall each Sunday and is led by our Contemporary Worship Leader. Experience playing acoustic guitar, electric lead, bass, keyboard, or drums is preferred.

**Contact:** Joel Burks | [joel@mbbc.org](mailto:joel@mbbc.org)

## WEDDING

This team is responsible for scheduling, coordinating, and assisting with all weddings at the church, including rehearsals and receptions. They also develop policies and procedures that serve as guidelines for church weddings. They meet as needed to discuss upcoming weddings and any changes to the church's wedding policies.

**Contact: Doug Dortch | [doug@mbbc.org](mailto:doug@mbbc.org)**

## AUDIO MINISTRY TEAM

We have openings for willing people with a good musical ear to come alongside and train to be a part of our audio team. Members of this team run the audio/soundboards for both our Traditional and Contemporary Worship Services. In addition to the services, members are sometimes asked to help provide audio support for outside groups who rent our church facility for banquets and other events. The team also provides audio support for special services, weddings, and funerals. We are always in need of willing participants to help with this vital ministry.

**Contact: Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)**

## WORSHIP & MUSIC (CONTINUED)

### LIVESTREAMING MINISTRY TEAM

Our weekly Traditional Worship Service and other special services in the Sanctuary are livestreamed on our website. Those who serve on this ministry team operate the livestreaming equipment to provide this vital connection to MBBC for homebound members and others who are unable to attend services.

**Contact: Tim Sanderlin | [tim@mbbc.org](mailto:tim@mbbc.org)**

### LEVITE MINISTRY TEAM

In biblical times, the Levites were in charge of taking care of all things dealing with the tabernacle, maintaining it, setting it up and other duties as needed for its care. Our Levite Ministry Team is tasked with the keeping and maintaining of our Sanctuary. These teams of volunteers help to keep our Sanctuary in perfect order and pristine condition for worship.

**Contact: Kely Hatley | [kely@mbbc.org](mailto:kely@mbbc.org)**





## *Evangelism & Missions*



# EVANGELISM & MISSIONS

## MISSIONS

This team is responsible for overseeing the missional efforts of the church. Members maintain relationships with existing mission partners and educate the church about their work, evaluate new mission opportunities, oversee and administer the church's mission budget, and coordinate the church's annual service day and other periodic mission projects.

**Contact:** [Wayne Splawn | wayne@mbbc.org](#)

## LOVE GRANTSWOOD

As part of MBBC's Love Grantswood program, we are looking for volunteers to get involved in several aspects of the program at Grantswood Community School in Irondale, Alabama. Whether you can participate once a week or once a year, there is a place of service for you! Some projects that we are involved with Grantswood include Reading Program, Faculty Care, Backpack Buddies, Breakfast Buddies, and Bulletin Boards.

**Contact:** [Wayne Splawn | wayne@mbbc.org](#)

## COOKS ON A MISSION

Cooks On A Mission is a ministry which supports organizations and ministries in Birmingham, either monetarily or with donations of food. We fund our work by cooking and freezing food items for which our congregation, family, and friends make donations.

## EVANGELISM & MISSIONS (CONTINUED)

### Here are some of our current partnerships:

- Backpack Buddies at local elementary schools
- The WellHouse
- Camp Seale Harris
- First Responders Ministry

We are always looking for people to join us. If you would like to help in any way, please email us at [cooksonamission@yahoo.com](mailto:cooksonamission@yahoo.com), or find us on Facebook or Instagram.

**Contact:** Mary Splawn | [mary@mbbc.org](mailto:mary@mbbc.org)

### FAMILY PROMISE OF BIRMINGHAM

Family Promise of Birmingham, founded in 1998 as the Birmingham Hospitality Network, is a network of diverse faith and civic organizations working together to provide safe, home-like lodging where homeless families can stay together while working to regain their independence. Mountain Brook Baptist Church hosts Family Promise of Birmingham guests 3 to 4 weeks a year. We provide dinner each night of the week, and hosts stay at the church overnight with the guests. This is a great opportunity for you and your Sunday Morning Bible Study Class or small group to serve others in the name of Jesus.

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)

## SERVICE DAY

Our churchwide Service Day provides our congregation with an opportunity to generously steward our time and talents to meet pressing needs for some of our local mission partners. There is a low-impact service opportunity offered on campus along with multiple projects at various locations in the greater Birmingham area. Service Day is scheduled in the fall of the year. We need volunteers to help plan, promote, and participate in our Service Day.

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)

## BUILDERS FOR CHRIST

Builders for Christ is a network of Baptist laypersons with a vision to build churches for congregations who are actively leading others to know Christ as Savior. No construction experience is necessary! Trips are usually a week long and are typically scheduled in June each year.

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)

## FAMILY MISSION TRIP

Join your church family on our Family Mission Trip. Each summer, we partner with another church somewhere in the United States to help them share the gospel in their community by helping with Vacation Bible School, sports camps, and other outreach opportunities.

**Contact:** Sharon Howard | [sharon@mbbc.org](mailto:sharon@mbbc.org)

## EVANGELISM & MISSIONS (CONTINUED)

### STEWARDSHIP

This team is responsible for developing, implementing, and evaluating an overall plan for stewardship education for the church. This plan includes a spring stewardship emphasis and a fall budget pledge drive. Members meet as needed in anticipation of seasonal emphases.

**Contact:** Doug Dortch | [doug@mbbc.org](mailto:doug@mbbc.org)

### STUDENT & COLLEGE MISSION TRIP

Our Student & College Ministries participate in a biennial International Mission trip. This experience allows participants to follow Jesus' mandate to carry the gospel to the ends of the earth, while at the same time serving as a formative discipleship experience which shapes them to be better global citizens, allows them to see God at work in unfamiliar settings in order to better see God at work in their familiar circumstances, encourages and supports MBBC Mission Partners, and raises up the next generation of advocates for missions.

**Contact:** Ben Winder | [ben@mbbc.org](mailto:ben@mbbc.org)





## *Congregational Support*



## CONGREGATIONAL SUPPORT

### FAMILY LIFE

This team is responsible for suggesting, coordinating, and implementing activities and events that will enrich family relationships, intergenerational fellowship, and outreach to the community. This team helps plan and organize Trunk-or-Treat and the Thanksgiving Meal, along with other fellowship and outreach opportunities.

**Contact:** Mary Splawn | [mary@mbbc.org](mailto:mary@mbbc.org)  
Amy Hirsch | [amy@mbbc.org](mailto:amy@mbbc.org)

### KITCHEN

This team is responsible for supporting the work of the church kitchen staff in providing meal service for Wednesday night suppers. Volunteers are needed to assist the kitchen staff in serving the attendees. They are scheduled on a rotating basis.

**Contact:** Vince Blackerby | [vince@mbbc.org](mailto:vince@mbbc.org)

### LIBRARY

This team is responsible for acquiring, organizing, and promoting the use of materials that enrich the spiritual life of the congregation. The Library is located on the Sanctuary level of the church and is generally open when the church office is open and on Sunday mornings.

**Contact:** Vince Blackerby | [vince@mbbc.org](mailto:vince@mbbc.org)

## CONGREGATIONAL SUPPORT (CONTINUED)

### MAINTENANCE

This team checks to ensure that the church's physical plant, and all of its incorporated systems are operating properly and maintain an attractive appearance. Its members, and the church's Maintenance Supervisor, meet as a group and discuss specific needs or areas requiring attention. They set priorities and plan the process of repair.

**Contact:** Vince Blackerby | [vince@mbbc.org](mailto:vince@mbbc.org)

### RECREATION

This team is responsible for helping guide the programs and ministries of the Christian Life Center. This team manages the basketball season draft process and provides the church with guidelines for gym usage. Members suggest, plan, implement, and oversee recreation events and activities. This team works directly with the Family Life Ministry to provide support on events such as Trunk-or-Treat and the Thanksgiving Meal.

**Contact:** Mary Splawn | [mary@mbbc.org](mailto:mary@mbbc.org)

### SECURITY

This team oversees the security of the church and its surrounding grounds. They discuss, develop, and establish any measures that might be needed in order to make our church a safer and more secure place for our members and guests to worship.

**Contact:** Vince Blackerby | [vince@mbbc.org](mailto:vince@mbbc.org)

## ARCHIVES AND RECORDS RETENTION

This team identifies and preserves all church historical documents and any relevant administrative data that is no longer in current use. They also maintain and organize the church's Archives Room to facilitate future access and collection.

**Contact: Vince Blackerby | [vince@mbbc.org](mailto:vince@mbbc.org)**





## *Discipleship*



## DISCIPLESHIP

### SUNDAY MORNING BIBLE STUDY

This ministry evaluates the current offerings of Sunday Morning Bible Studies and identifies needs related to additional studies and leaders. If you would be interested in teaching a Sunday Morning Bible Study, please contact Wayne Splawn.

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)

### SMALL GROUP MINISTRY

The Small Group Ministry assists with curriculum planning for Small Group Bible Studies and identifies needs for starting additional groups. Opportunities are available for Women's and Men's Bible Studies as well as Growth Groups. Participants meet each week to encourage each other in prayer, Scripture memorization, and in-depth Bible study. Bible Study and Growth groups are offered to encourage adults of all ages to delve further into their spiritual walk with others while following a Bible study plan.

**Contact:** Wayne Splawn | [wayne@mbbc.org](mailto:wayne@mbbc.org)



## *Outreach*



# OUTREACH

## OUTREACH

The purpose of this team is to equip members to feel comfortable sharing Christ, inviting guests to church, and answering questions regarding membership. Volunteers are needed to welcome guests and connect them with other church members. This team also plans special events in conjunction with our outreach strategy.

**Contact: Sharon Howard | [sharon@mbbc.org](mailto:sharon@mbbc.org)**

## GREETERS

This team serves by welcoming members and guests on Sunday mornings at both of our services.

**Contact: Amy Hirsch | [amy@mbbc.org](mailto:amy@mbbc.org)**

## CARD MINISTRY

This team sends encouraging cards and notes on behalf of Mountain Brook Baptist to members in the congregation who have been in the hospital or are bereaved.

**Contact: Mary Splawn | [mary@mbbc.org](mailto:mary@mbbc.org)**

## OUTREACH (CONTINUED)

### REACHING PEOPLE MINISTRY TEAM

This team follows up with all first-time guests. A welcome bag is delivered to the home, and every prospect is assigned to the prayer team. Notes are written, and guests are encouraged to connect with a Sunday Morning Bible Study class or other small group interests. Volunteers are needed to deliver welcome bags, write notes, pray, and connect guests to other MBBC members and ministries.

**Contact:** Sharon Howard | [sharon@mbbc.org](mailto:sharon@mbbc.org)

### SUPPORT GROUPS

Grief Share is a group for anyone who has lost a loved one. This group meets periodically for 6-12 weeks to support one another, to pray together, and to talk through a grief support curriculum.

**Contact:** Mary Splawn | [mary@mbbc.org](mailto:mary@mbbc.org)



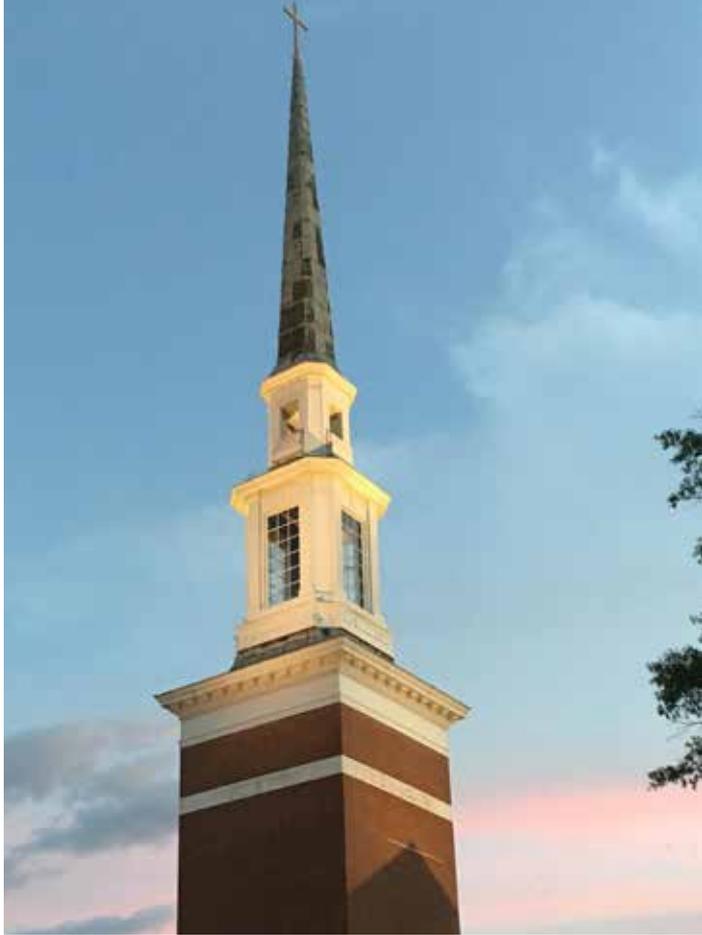


Be very careful to keep the commandment and the law that Moses the servant of the LORD gave you:

**TO LOVE THE LORD YOUR GOD,  
TO WALK IN OBEDIENCE TO HIM,  
TO KEEP HIS COMMANDS,  
TO HOLD FAST TO HIM AND  
TO SERVE HIM WITH ALL YOUR HEART AND  
WITH ALL YOUR SOUL.**

**JOSHUA 22:5**





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