

# GRACE

## WAYNESVILLE

*Celebrating that Christ is all and in all by  
Seeking, Inviting, Belonging, Serving,  
& Reverencing God's creation.*

-Grace Church in the Mountains Mission Focus-

# Ministry Handbook

September 2023

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## **The Purpose of this Ministry Handbook**

God gives us the resources to accomplish his purposes for our church. Usually these resources come from our members - their free offerings of time, talent and treasure. We invite members to discern annually how they might be a part of God's work in the world through the ministries of Grace Church and beyond.

Within this handbook, you will find a short description of our parish ministries. Most ministry descriptions also identify a leader who is eager to answer any questions! If you have other questions, contact your Vestry prayer partner or the parish staff.

If there is a ministry you'd like to start that isn't here, talk to the Rector or a member of the Vestry. Similarly, if our members are no longer called to a particular ministry, we trust it is time to let that ministry go for now.

## Worship: Serving God

<p style="text-align: center;"><b>Altar Guild</b> Melanie Walt (828)734-4383 mgmwalt@gmail.com</p>	<p>Help prepare the sacraments for worship services.</p>
<p style="text-align: center;"><b>Choir &amp; Instruments</b> Virginia (Ginny) Moe Director of Music Phone number music@gracewaynesville.com</p>	<p>Sing or play instruments to the glory of God, sharing musical gifts weekly at the 10:30 service and other times for special services.</p>
<p style="text-align: center;"><b>Usher</b> Daniel Atterholt (828)456-8917 dcatterholt@email.wcu.edu</p>	<p>Greet worshippers, collect offerings, manage the flow of communicants at the Eucharist.</p>
<p style="text-align: center;"><b>Acolytes</b> John Raines / Jack Geist raijohn@bellsouth.net jjageist@bellsouth.net</p>	<p>Light candles and process with the torches during the 10:30 Sunday liturgy. Open to adults and student 3<sup>rd</sup> grade and older.</p>
<p style="text-align: center;"><b>Eucharistic Ministers</b> Mary Lockey (828)400-4676 mlockey195@gmail.com</p>	<p>Assist with distribution of Communion, read prayers, lead the Psalm at Sunday worship.</p>
<p style="text-align: center;"><b>Lectors</b> Mary Lockey (828)400-4676 mlockey195@gmail.com</p>	<p>Read Scripture at worship services.</p>
<p style="text-align: center;"><b>Digital Ministry</b> Joslyn Schaefer  rector@gracewaynesville.com</p>	<p>Assist with editing, posting, and use of digital equipment to improve our online presence.</p>

# Parish Programs: Serving One Another

## HOSPITALITY TEAM:

<b>Coffee Hour</b> Diana Bahm (512) 799-6360 dknoles27@yahoo.com	Prepare refreshments for folks to enjoy after the Sunday services which Enhances fellowship time together!
<b>Newcomers' Ministry</b> Mariah Nehus (501) 909-6369 nehus.mariah@gmail.com	Greet worshipers and welcome visitors; plan newcomer gatherings.
<b>Receptions</b>	Coordinate and provide refreshments for funerals, Wednesday Senior Lunches, etc.
<b>Summer Dinner Bunch/ Summer Small Group</b>	Coordinate folks wanting to enjoy their fellow parishioners in small groups over a shared meal.

## EDUCATION TEAM:

<b>Adult Forum/ Bible &amp; Special Studies</b> Kathie Johnson (386) 299-4979 kathiejohnsonrn@gmail.com	Implement programs for study, prayer, and fellowship including the 9:15 Sunday Education Hour, Bible studies, EFM, educational retreats, etc.
<b>Children, Youth, and Families Ministry</b> Joslyn Schaefer rector@gracewaynesville.com	Plan and support fellowship, educational, and/or outreach ministries designed for children, youth and families but open to all.
<b>Arts Ministry</b> Marie Shaginaw (828)788-1132 mshaginaw720@gmail.com	Develop opportunities to integrate creative expression into our parish life.
<b>Creation Care</b> Susan Williams (828)550-7674 swilliams330@bellsouth.net	Promote creation care initiatives within the congregation, buildings and grounds of Grace Church, and educate the community on best practices in protecting God's creation.

**SPECIAL EVENTS TEAM:**

<p align="center"><b>Parish Fair</b> Leadership TBD</p>	<p>Help with this summer event, the proceeds from which support local nonprofits.</p>
<p align="center"><b>Annual Events</b></p>	<p>Plan and coordinate Greening of the Church, Christmas Party, Blessing of the Animals, Cookie Walk, etc.</p>
<p align="center"><b>Special Events</b> Gene Sloan (901) 628-8870 sloangene@yahoo.com</p>	<p>Plan and coordinate special events, such as Mardis Gras, Parish Picnic, rafting and other activities.</p>

**SELF-SUSTAINING SMALL GROUPS**

<p><b>Daughters of the King</b> Mary Lou Daily (828)424-1452 mldaily7@gmail.com</p>	<p>An order of lay women dedicated to prayer, service &amp; evangelism.</p>
<p><b>Mid-Life Women/ Sisters of Grace Men of Grace/ Pub Theology/ Deck Discussions</b></p>	<p>These lay-led small groups provide opportunities for discussion and fellowship. Keep an eye on the announcements and e-news for events and meetings.</p>

**Congregational Care: Serving Members in Need**

<p><b>Prayers, Cards and Calls</b> Maureen Hunt (678)491-7952 mth2188@gmail.com</p>	<p>Send cards, call, and pray for parishioners who may be in special need.</p>
<p><b>Eucharistic Visitor (EV)</b> Deacon Carter Smith (772) 834-1750 deacon@gracewaynesville.com</p>	<p>Take Holy Communion to those unable to attend worship services.</p>
<p><b>Visits and Assistance</b> Joyce Brooks (828)452-2552 missjwbrooks@gmail.com</p>	<p>Support parishioners in times of crisis or transition.</p>

## Outreach: Serving Neighbors

**Contact:** John Turley, Vestry Liaison  
johnturleygeo@gmail.com

Grace's Outreach Ministries include our ministries **onsite**, such as our food pantry and Grace Giving Garden; **out in the community** such as monthly dinners at Pathways; and **education** to help our Grace Church family dive deeper into underlying causes of poverty such as generational trauma, addiction, and barriers to affordable housing. Opportunities include:

- Serving our neighbors with meal preparation in transitional housing at Pathways.
- Help with home repair for our elderly neighbors.
- Read to our community children, for example at Pigeon Center.
- Help to build a Habitat home.
- Glean Food and distribute food partnering with Haywood Gleaners.
- Serve our neighbors by giving out food and stocking our 24/7 pantry.
- Preparing meals to be handed out to unsheltered neighbors.
- Focus team to learn about community needs/gaps in service.

## Creation Care

**Contact:** Susan Williams  
828-550-7674

swilliams330@bellsouth.net

Our ministry offers a wide variety of opportunities to steward God's Earth through spiritual, educational, gardening, and community initiatives. Opportunities include:

*The Spiritual* – Write short prayers or devotionals for:

- Sunday services
- Giving Garden workdays
- First Friday Prayer service.

*Education* –

- Help give a garden workshop for adults on a set topic, usually for 30 minutes. Examples include composting, organic techniques, pollinators, etc.
- Help youth work in the garden, basically guiding them to do what needs to be done at any given point in the season, teaching them about creation care.

- Help give a short gardening workshop to small children on worm composting, planting, harvesting—whatever may be of interest or needed.
  - Help with a one-time environment-focused film-and-hike or film-and-discussion project.
  - Participate in an environmental stewardship-focused hour at Adult Forum
  - Join a Godly Play teaching to talk about creation care to young children
- Gardening –*
- Attend one of the monthly Giving Garden days to work with a group in the garden doing what the season calls for.
  - Help with the rain-garden installation or maintenance. *Coming soon.*
  - Help grow flowers on the church grounds for the Flower ministry.

*Other –*

- Help with our energy efficiency initiatives. Currently we’re researching and working toward solar assisted power at the church.
- Help with our zero waste initiative as we move Grace Church to add as little refuse to landfills as possible. *Coming soon.*

Notice that none of these activities is done solo, none requires extensive—or any!—experience, and many can be a one-and-done project. We’re all learning together. See something that interests you? Have an idea? Let us know.

## **Administration: Serving as Stewards of our Infrastructure**

<p><b>Finance Team</b> Walt Austin (478)283-8006 finance@gracewaynesville.com</p>	<p>Serve in one of these ways: annual audit team, count Sunday offering, assist with annual budget preparation, review financial reports, enter financial data.</p>
<p><b>Building Maintenance Team</b></p>	<p>Assist with the maintenance and repair of Grace property.</p>
<p><b>Groundskeeping</b> Gene Sloan (901)628-8870 sloangene@yahoo.com</p>	<p>Care and beautification of our grounds, including Memorial Garden, Pet Wall, Front Lawn, Grace House Lawn.</p>
<p><b>Front Desk Receptionist</b> Andrea Croskery, Parish Admin admin@gracewaynesville.com</p>	<p>Answer phone calls and offer administrative support on a weekly or semi-monthly basis.</p>

# Grace Church in the Mountains, Episcopal

## Stay in touch!

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(828) 456-6029 • [www.gracewaynesville.com](http://www.gracewaynesville.com)

General email: [admin@gracewaynesville.com](mailto:admin@gracewaynesville.com)

Rector: [rector@gracewaynesville.com](mailto:rector@gracewaynesville.com)

Deacon: [deacon@gracewaynesville.com](mailto:deacon@gracewaynesville.com)

Music Director: [music@gracewaynesville.com](mailto:music@gracewaynesville.com)

Treasurer: [finance@gracewaynesville.com](mailto:finance@gracewaynesville.com)

Parish Administrator/Bookkeeper: [admin@gracewaynesville.com](mailto:admin@gracewaynesville.com)

[Facebook.com/gracewaynesville](https://www.facebook.com/gracewaynesville) • Instagram: @GraceChurchIM

The Rt. Rev. José A. McLoughlin, Bishop of Western North Carolina

The Rev. Joslyn Ogden Schaefer, Rector

The Revs. Orion Davis, Earle Pratt, & Harriet Simmons, Priest Associates

The Rev. Carter Smith, Deacon

Virginia Moe, Music Director

Andrea Croskery, Parish Administrator/Bookkeeper

Tony Caldwell, Sexton

## Members of the Vestry:

2022	2023	2024
Michael Lodico, Sr. Warden Patricia (Pat) Robinson Laurel Destry	Laura Armour, Jr. Warden Kathie Johnson Mariah Nehus	Tracy Bahm Barbara Rowe John Turley