



# serving guide

Encouraging people to passionately become more like Jesus while transforming our church, our community and the world.





# table of contents

Why Should I Serve? .....	4
Serve at DBC.....	5-9
Serve in Dunwoody.....	11
Serve in Atlanta.....	12-13
Serve Around the World .....	14-15
Short-Term Mission Teams.....	16-17

# why should i serve?

## what does a true follower of jesus look like?

How does one measure that? Should you consider church attendance, number of Bible studies, small group participation, Bible verse memorization, leadership in church activities? Sometimes, unintentionally, these become the ways we measure our growth.

## a good way to tell if you are growing as a follower is to look at what concerns you.

Are the concerns of Christ becoming your concerns? As followers of Jesus, we are called to look more like our Lord, to become more like Christ in heart and action. So, as we grow, our concerns become more like the concerns of Christ. If someone were to ask you, "What concerns God? What does God care about?" how would you answer?

If Christ were to walk around in your world, what would He care about?

The Bible helps us understand the concerns of Christ for this world. We can read that God is concerned about...

- His glory and worship
- Justice and mercy and the furthering of His truth in our world
- The needs of people and the situations in which they live
- Children, and His followers becoming like them in order to enter the kingdom
- The unity of believers within local communities and throughout the world
- The nations of the world coming to know him as Savior and Lord

## the important thing is to get involved.

Serve at DBC, serve our neighbors in our community and serve the nations in our world. As you serve, pray that the Spirit makes the concerns of Christ your own. Pray that you become more like Christ as a result of serving.

Doing good things is not an end in itself. Serving is not the primary goal. We want to be more like Christ. We want the concerns of Christ to be our own. When this happens, the world will be drawn to Christ because of the love they see between us and for others.

# serve at dbc

## adult ministry

CONTACT: BO BOWEN, [BBOWEN@DBC.ORG](mailto:BBOWEN@DBC.ORG), 770.280.1202

**Bible Study Teacher:** Teach the Bible to adults Sunday mornings at 9:45 am; weekly preparation is required.

**Class Director:** Help maintain attendance records in the class; followup with visitors to the class to assimilate.

**Class Fellowship Coordinator:** Coordinate quarterly social gatherings or supper group programs.

**Class Outreach Coordinator:** Coordinate class missions projects.

**Life Group Leader:** Serve as facilitator for the group; select curriculum and facilitate sessions.

**Life Group Host:** Provide a welcoming, safe, clean environment for groups to gather by opening your home or providing the hospitality at a location where people can gather; coordinate childcare as needed.

**Special Friends:** Serve as a teaching assistant in our Sunday Morning Bible Study for developmentally disabled men and women.

» Please contact Varion Spear at 404.316.8440

## prayer ministry

CONTACT: CAROLYN JOHNSON, [CJOHNSON@DBC.ORG](mailto:CJOHNSON@DBC.ORG), 770.280.1200, EXT. 3836

**Prayer Team:** Pray, send notes of encouragement and Prayergrams from the Prayer Room or from home

## student ministry

CONTACTS: MARK PAUL, [MPAUL@DBC.ORG](mailto:MPAUL@DBC.ORG), 770.280.1258 &  
HEATHER MORRIS, [HMORRIS@DBC.ORG](mailto:HMORRIS@DBC.ORG), 770.280.1251

**R-Group Leader:** Lead a group of 6-8 middle or high schoolers through pre-selected materials for one hour once a week; monthly training provided; the goal is to get involved in the lives of the students in your group.

**Sunday Morning Greeter:** Greet students as they arrive and direct visitors from 9:40-10:10 am.

**Sunday Morning Hospitality:** Provide light refreshments for approximately 70 students at 9:45 am.

**Chaperone:** Chaperone summer retreats, mission trips, day trips to Braves games, Six Flags, etc.

**Bus Driver:** Transport students in DBC's buses for off-campus events.

**Prayer Team:** Agree to pray for a specific student and the Student Ministry throughout the school year



## children's ministry

CONTACT: BRENDA RUSSELL, BRUSSELL@DBC.ORG, 770.280.1218

**Small Group Leader (Shepherd):** (Sundays, 9:45 am during the school year; relaxed summer schedule) Facilitate discussion and activities for a group of 8-12 children by looking at passages of Scripture, asking questions to help grow their understanding, showing them how the Bible relates to their lives and spending time in prayer. Leaders facilitate activities that reinforce Scripture memorization or the key point for that week's lesson.

**Registration/Guest Services Team:** (Sundays, 9:45 am) Responsible for welcoming parents and children, greeting visitors, facilitating child check-in, answering informational questions and facilitating child check-out at the conclusion of the Kid's Place Rally time.

**Tech/Video Team:** (Sundays, 9:45 am) Help set up sound, lighting and all behind-the-scenes needs of Sunday morning worship in the Kid's Place Rally Room. Occasionally works with lock-ins, musical performances and VBS.

**Mission Project Coordinator:** Coordinate mission projects for kids in grades K-5.

**JAM Team Leaders:** Facilitate activities and teaching for K-2nd graders during The Eleven (monthly rotation).

## preschool ministry

CONTACT: TAWNIA SILVER, TSILVER@DBC.ORG, 770.280.1219

**Small Group Teacher:** (Sundays at 8:30, 9:45 & 11 am) Work with a specific age group ranging from two years old through Pre-K; responsibilities include building relationships with children, facilitating discussion, story-telling and general classroom management and care; training is provided.

**Floater Team:** Provides backup when small group teachers are out.

**Tech Team:** Run sound and media during Sunday Morning Rally time; volunteers commit to a monthly rotation.

**Registration/Guest Services Team:** Greet visitors as they enter the preschool or nursery building and direct them to age-appropriate classes; ensure all volunteers are accounted for and assist teachers as needed.

**Palace Pals Special Needs:** Volunteers are paired with a special needs child in the Sunday School room and are specifically trained to meet the child's needs in an inclusion setting during the 11 am worship hour. Palace Pals builds a relationship with the child and helps the child participate in the Sunday School setting.

**Nursery Care Givers:** (Sundays at 8:30, 9:45 & 11 am) Care for babies 8 weeks - 2 years old (monthly rotation).

**Kid's Choir Team:** (Wednesdays from 6-7 pm during the school year) Help children ages 4 - 5th grade learn songs, dance moves and spoken dialogue for two performances; facilitate drama activities that are fun and help children grow as confident performers and responsible worship leaders; work to instill in the children a heart for missions and a love of performing through worship; extra rehearsals held before performances.

# SERVE AT DBC

## women's ministry

CONTACT: BARB NEWMAN, [BNEWMAN@DBC.ORG](mailto:BNEWMAN@DBC.ORG), 770.280.1245

**DiscipleU Discussion Group Leader:** Serve as facilitator for the group and guide sessions.

**Weekday Bible Study Teacher:** Select curriculum and facilitate/teach short-term Bible studies for women.

**Event Coordinator:** Help plan and organize dinner and speaker events, missions projects, retreats, etc.

## men's ministry

CONTACT: BO BOWEN, [BBOWEN@DBC.ORG](mailto:BBOWEN@DBC.ORG), 770.280.1202

**Discussion Group Leader:** Serve as facilitator for the group and guide sessions.

**Naomi Ministry (Odd Jobs & Home Repair):** Helpers needed for occasional odd jobs and assistance for widows, widowers and the elderly.

» Please contact Steve Peters at [stevebp@bellsouth.net](mailto:stevebp@bellsouth.net)

## media & creative arts ministry

CONTACT: JEREMY NOA, [JNOA@DBC.ORG](mailto:JNOA@DBC.ORG), 770.280.1249

**Audio Team/Floor Director:** Oversee and operate sound during worship services and various events.

**Lighting Team:** Participate in focusing and programming lights and in designing the appropriate setting for each worship series; must be available on Sundays and during preparation time with staff.

**Multimedia Team:** Use Apple software that presents sermon notes, scripture, lyrics on screen; runs video clips and other media elements during both worship services.

**Video Production Team:** Be a part of the team that makes the live-stream possible every week! Positions include Camera Operators, Director, Technical Director, Sound Engineer and Graphics & Playback Operator. Serve at the 8:30 am service or at The Eleven. No experience necessary; training is provided.

**Creative Design Team:** Help during large productions or at the beginning of a new sermon series to prepare the stage setting and other visual elements; opportunities are available about once a month.

**Drama Team:** Actors are needed for Christ-centered productions for VBS, worship services, etc.

» Please contact Nancy Bond at [nbond@dbc.org](mailto:nbond@dbc.org)

# SERVE AT DBC

## music ministry

CONTACT: DORMAN HUGGINS, [DHUGGINS@DBC.ORG](mailto:DHUGGINS@DBC.ORG), 770.280.1246

**Celebration Choir:** Lead music in traditional worship each Sunday at 8:30 am in the Chapel; no audition is required; rehearse each Wednesday in the Chapel Choir Room at 7:30 pm.

**Praise Choir:** Lead worship in a contemporary style at the 11 am service in the Worship Center; rehearsals held each Wednesday at 6:45 pm.

**Orchestra:** Provide instrumental music each Sunday at the 8:30 am Worship Service in the Chapel; proficient high school and advanced players of all orchestral instruments are used; rehearse in the Chapel on Wednesdays at 6:30 pm.

» Please contact Greg Coile at [gregcoile@comcast.net](mailto:gregcoile@comcast.net)

## greeter & connector ministry

CONTACT: KATY SWILLEY, [KSWILLEY@DBC.ORG](mailto:KSWILLEY@DBC.ORG), 770.280.1214

**Greeter:** Help newcomers feel welcome and ensure a friendly, helpful reception for each person who comes to our campus so they will want to return; all positions require being in place at least 20 minutes prior to the beginning of the worship service or Bible study; rotating schedules available.

**Parking Lot Greeter:** These volunteers have the important task of being the first people newcomers meet when they get out of their cars and set the tone for guests' experience at DBC.

**Connector:** Maintain personal contact with newcomers to ensure meaningful connection into a group.

**Usher:** Ushers are called on to pass out programs before the service; manage any needs in the lobby before each service such as setting up chairs; pass the offering plate during the service.

**Phone callers for guest follow-up:** Make in-office phone calls to offer a warm greeting to guests who filled out a Connection Card. Work a few hours each month on a Monday, Tuesday or Wednesday.

## pastoral care ministry

CONTACT: DORMAN HUGGINS, [DHUGGINS@DBC.ORG](mailto:DHUGGINS@DBC.ORG), 770.280.1246

**Visitor:** Visit DBC members at area facilities in conjunction with the Pastoral Care Pastor.

**Share a Dish:** Prepare a meal for a family in crisis, experiencing illness, loss or celebrating a new baby.

**Driver:** Provide transportation to church on Sunday, doctor appointments, trips to pick up a prescription, etc.

**Funeral Assistant:** Help with guest and family needs prior to and following services.

# SERVE AT DBC

## senior adult ministry

CONTACT: BRENT BOND, [BBOND@DBC.ORG](mailto:BBOND@DBC.ORG), 770.280.1200, EXT. 3071

**Young at Heart Program Servers/Clean-Up:** Help serve lunch each month; help with clean-up at the end.

**Christmas Banquet Servers:** Serve food at the Christmas Banquet the first Thursday in December.

**Heartstrings Choir:** Wednesdays, 10:30-11:30 am, during the school year in the Worship Center Choir Room.

## office administration

CONTACT: MARK SAULS, [MSAULS@DBC.ORG](mailto:MSAULS@DBC.ORG), 770.280.1213

**Receptionist Relief:** Answer phone during lunch or special events. Schedules can be once a month or more.

**General Office Help:** Assemble guest bags, input information into database, etc. (on as-needed basis).

**Print Room Help:** Supervise print jobs, help with print job finishing using the cutting/folding machines, etc.

## facilities & special events

CONTACT: MARK SAULS, [MSAULS@DBC.ORG](mailto:MSAULS@DBC.ORG), 770.280.1213

**Van driver:** Occasionally drive the church van for different outings or church groups.

**Food Service:** Collect and account for money collected for Wednesday Night Dinner; help with serving line and/or clean-up for Wednesday Night Dinner; help serve and clean up for special events.

## sports center

CONTACT: FAITH GIEBEL, [FGIEBEL@DBC.ORG](mailto:FGIEBEL@DBC.ORG), 770.280.1220

**Sports Coach:** Coach youth soccer (fall/spring) and/or youth basketball (November-February).

**League Commissioner:** Empower and encourage coaches to live out the vision of integrating sports and ministry.

**Prayer P.A.L.:** Pray for one team of 10 families from the Sports Center for one soccer or basketball season.

## fitness center

CONTACT: GLORIA COPELAND, [GCOPELAND@DBC.ORG](mailto:GCOPELAND@DBC.ORG), 770.280.1241

**Front Desk Support:** Assist the staff at the front desk; greet members, answer the phone, etc.



# transforming our community & the world

---

Our priority causes:

1

Making Disciples &  
Planting Churches

2

Serving At-Risk  
Children

3

Assisting Refugees  
& Immigrants

4

Investing in Community  
Development & Relief

---

**Code System:** We have added a code system to help volunteers select the outreach ministry that is appropriate for your specific life stage. The following codes are denoted next to each ministry description.

M=Men Friendly  
T=Teen Friendly

W=Women Friendly  
C=Children Friendly

S=Senior Friendly  
P=Preschooler Friendly

## fellowship of christian athletes M W S T

LIAISON: STEVE FORTENBERRY, STFORT@YAHOO.COM, 404.483.9673

Every Friday morning over 250 Dunwoody High School students gather to be inspired to follow Jesus. Every month over 100 students gather at Peachtree Middle School. FCA's weekly Bible study and additional small groups have led to the students digging deeper into the Word and growing in their relationships with Christ.

- Pray for protection for FCA and small group ministry at DHS and Peachtree Middle.
- Provide funds to help with Chick-fil-A sponsored breakfast.
- Volunteer to do PR type work like social media, fundraising materials, etc.
- Come on a Friday morning to serve breakfast.
- Learn how you can start a parents' prayer group at your school.

## 1 family orphan care ministry M W

LIAISON: KATIE PHILLIPS, KATIEKENNYPHILLIPS@GMAIL.COM

DBC families are committing to serve the needs of children in our community through foster care, adoption and service. We work with Faithbridge Foster Care for training, approval and placement of children in loving Christian homes.

- Attend a Faithbridge *Encounter* meeting to learn more.
- Become a volunteer to serve foster families.

Website: [www.dbc.org/1family](http://www.dbc.org/1family)

## esol school M W S

LIAISON: BETH TOLY, BTOLY@DBC.ORG, 770.280.1223

DBC ministry to international residents, teaching English and establishing friendships

- Teach or assist a teacher in an ESOL class; no foreign language skill is needed for class.
- Provide administrative or hospitality support during registration or weekly classes.
- Classes are on Thursdays from 9:30 am - 12:00 pm.

Website: [www.dbc.org/esol](http://www.dbc.org/esol)

## benevolence assistance ministry M W S

LIAISON: BETH TOLY, BTOLY@DBC.ORG, 770.280.1223

DBC ministry providing financial assistance and food for those in need in our community; located on our campus

- Receive phone calls.
- Schedule personal interviews for financial assistance.
- Distribute funds, food and provide referral information.
- Shifts available Monday, Tuesday or Wednesday from 9:30-11:30 am; training provided.

## bread coffee house MWS

LIAISON: LINDSAY HICKS, [LINDSAY@BREADCOFFEEHOUSE.ORG](mailto:LINDSAY@BREADCOFFEEHOUSE.ORG)

The Bread Coffee House, located on the Emory campus, is sharing the love of God through meaningful relationships with students that lead to Bible studies and conversations about Christ.

- Pray that God continues to work in mighty ways, that we seek God's discernment and wisdom in all situations, that God continues to heal and be present in the lives of the broken students that are a part of the Bread community.
- Prepare and serve dinner to 75 students at weekly DBS (dinner, band and storytelling).

Website: [www.breadcoffeehouse.org](http://www.breadcoffeehouse.org)

## cross-cultural ministries MWST

LIAISON: JAN PARKER, [JANPARK@BELLSOUTH.NET](mailto:JANPARK@BELLSOUTH.NET), 770.458.8763

Ministry providing after school program, ESOL, summer camps and Bible study to the Pearl Lane and Huntington Ridge apartments along Buford Highway in Chamblee

- Help with the after-school program Monday-Friday from 2-4:30 pm and/or 4:30-6 pm.
- Help with secretarial tasks (part-time).
- Pray God's will for the upcoming school year giving Virginia and the Board wisdom and understanding on how to carry out His plan and purpose.

Website: [www.ccmatlanta.org](http://www.ccmatlanta.org)

## mary hall freedom house MWSTC

LIAISON: BETH TOLY, [BTOLY@DBC.ORG](mailto:BTOLY@DBC.ORG), 770.280.1223

Non-profit provider of residential services for homelessness and substance abuse, moving women and women with children to sobriety and independent living; located in Sandy Springs

- Help with computer training, GED tutoring, interview skills, resume writing, organize clothing closet, etc.
- Teach a small group: cooking, Bible study, sports, aerobics, organization skills, etc.
- Rock babies in the day care, 7 am - 4 pm.
- Help with homework, 4-7 pm.

Website: [www.maryhallfreedomhouse.org](http://www.maryhallfreedomhouse.org)

## jars of clay MWSTC

LIAISON: BETH TOLY, [BTOLY@DBC.ORG](mailto:BTOLY@DBC.ORG), 770.280.1223

Non-profit outreach and church dedicated to helping the inner-city poor; located on the West Side of I-75/85 at the University Boulevard exit, near Turner Field

- Work in the Help Center with staff serving the needs of homeless individuals and their babies.
- Provide administrative support in the office.
- Teach classes, Bible study, dance, etc.
- Be a part of the monthly outreaches including serving food, daily or during an event.
- Serve as on-site prayer warriors for ministry.

Website: [www.jocatlanta.org](http://www.jocatlanta.org)

## new home, new hope MWSTC

LIAISON: STEPHEN BANDELA, [STEPHEN\\_BANDELA@HOTMAIL.COM](mailto:STEPHEN_BANDELA@HOTMAIL.COM), 404.207.8243

Ministry reaching refugee families coming into the U.S.

- Teach ESOL, sewing, or Sunday school for children in Clarkston from 2:30-4:00 pm.
- Provide transportation.
- Help with employment needs.
- Assist with tax returns and other forms.

Website: [www.newhome-newhope.org](http://www.newhome-newhope.org)

## the hannahs in italy

LIAISON: DAVID & NICOLE HANNAH, [THEHANNAHS1@ME.COM](mailto:THEHANNAHS1@ME.COM)

David and Nicole Hannah serve at the University of Bologna in campus ministry. Their vision is to see a revival on the campus and to watch students take the love of Christ back with them as they start their careers and families.

- Pray for the Hannahs, their ministry preparation and openness to the Gospel among the students they meet.

To receive updated prayer requests, please email the Hannahs to get on their prayer list.

Website: [www.revivalinitaly.net](http://www.revivalinitaly.net)

## the burts in germany

LIAISON: BETH TOLY, [BTOLY@DBC.ORG](mailto:BTOLY@DBC.ORG), 770.280.1223

The Burt family is living in Hamburg, Germany in order to serve unreached Persian immigrants and refugees.

- Pray for Brian and Crystal as they develop relationships with Persians that lead to opportunities to share the good news.

To receive prayer list updates, please email [burtfamupdate@gmail.com](mailto:burtfamupdate@gmail.com).

## balama development alliance

LIAISON: ADAM NEWTON, [NEWTONA09@GMAIL.COM](mailto:NEWTONA09@GMAIL.COM)

BDA is a Christian development organization focused on evangelism, church planting, education, economic and leadership development. BDA serves villages in Bong county, Liberia. DBC sent its first team to serve with BDA in June 2013. We are committed to serving the village of Gbansue through 2016.

- Pray for the leader of BDA, Jessy Togbadoya, and his team.
- Pray for new believers to be disciplined and make disciples.
- Pray for and support the 2016 Liberia Mission Team.

## conscience international

LIAISON: ANGELO VELLIS, [VELISANGELO@GMAIL.COM](mailto:VELISANGELO@GMAIL.COM)

Conscience International is a Christian relief and development organization serving in the Middle East, Central America and Southeast Asia. They respond with aid and the love of Christ whenever there is a crisis. DBC has participated in numerous projects with CI. We are currently engaged in serving refugees fleeing from Turkey onto the island of Lesbos, Greece.

- Pray for CI as it responds to crises around the world.
- Pray for the teams that come from DBC to serve.



# AROUND THE WORLD

## Serve as a Sender—Join a Missionary Support Team

LIAISON: ROB COKER, [ROB\\_COKER@HOTMAIL.COM](mailto:ROB_COKER@HOTMAIL.COM)

Missionary Support Teams stay in touch with, pray for, encourage and advocate for DBC missionaries living outside of Atlanta. We currently have four active teams and are always looking for new participants.

This is a great way to learn about the life of missionaries and to serve them in practical ways.

# SHORT-TERM MISSION TEAMS

## Mission trips are more than excursions into service.

They are certainly not what some have called “voluntourism.”

Instead, we join God on his mission to bring all nations into his kingdom.

Our teams go to disciple those who will make disciples of all nations.

We are blessed and grow as followers of Jesus as a result.

Team members are selected after an application and approval process.

Participants commit to the training and the team.

Those back home are invited to give in support and pray for the teams.

To apply, contact the team leader or the Missions Office.

## student trips

For more information, go to [www.dbc.org/studentmissionsinfo](http://www.dbc.org/studentmissionsinfo).

### Toronto | June 3-10

The UN declares Toronto as the most culturally diverse city in the world, with over 140 languages spoken and people groups gathering from all over the world. It is also a city where new churches are being planted.

- This team will work with Scott Rourke, Rendezvous Church Pastor, in outreach efforts around the city.

**Leaders:** Matt Garrett & Whalen Kuller

### Guatemala | June 17 - 24

Build relationships, share the love of Christ and increase the capacity of Guatemalans to improve their own lives.

- This team will serve in a village outside of Antigua by distributing water filters, sharing the gospel, building a house and visiting children in a feeding center. The team will work with Iglesia Del Camino in Antigua.

**Leader:** Ellen Powell

### United States | TBD

The student ministry will add a third option to serve a domestic mission partner.

**Leader:** Todd Buechter

## adult / family trips

### Liberia | October 2016

Team members will build relationships, share the gospel and assist in various community development projects in Gbansue, rural Liberia.

- This team is seeking teachers, engineers, gardeners, evangelists or disciple makers and people with business or agriculture experience.

**Leader:** Linda Flagler, [lwflag@comcast.net](mailto:lwflag@comcast.net)

### Greece | March 2017

Team members will join Conscience International and serve in a refugee camp on the island of Lesbos, Greece as well as spend time with refugees living in the harbor city of Mytilene. Lesbos is a major route of refugees fleeing terror in Syria and the Middle East.

**Leader:** Jeff Reams, [jreams@dbc.org](mailto:jreams@dbc.org)

### Jamaica | April 17-24

Team members will disciple the nations by conducting a week-long camp for 60 boys and girls who live in children's homes all over Jamaica. This is a week full of fun and discipleship. Be a friend to teens who need encouragement, life skills and the good news of Jesus.

- Be a camp counselor! Counselors will be paired with at least one other counselor to work with a group of 7 to 8 boys or girls. They will sleep in the rooms with the campers, make sure they participate in all camp functions and lead small groups after morning and evening sessions.
- Recreation leader and worship leader also needed.

**Leader:** Kay Hornsby, [k\\_hornsby@bellsouth.net](mailto:k_hornsby@bellsouth.net)

**Website:** [www.dbc.org/jamaica](http://www.dbc.org/jamaica)

### Philippines | May 19 – June 1

Team members will join Children's Garden to distribute school supplies, visit impoverished communities, support and encourage the ministry as they build relationships and spread the hope and love found in Jesus.

- Open to college age (18 or older) and young adults

**Leader:** Heather Morris, [hmorris@dbc.org](mailto:hmorris@dbc.org)

### Guatemala | July 8-15

Team members will serve a village near Antigua while they help build a house, share the gospel, distribute water filters and serve children in a feeding center.

- Open to single adults, married couples and families

**Leader:** Ellen Powell, [ellen.mc.powell@gmail.com](mailto:ellen.mc.powell@gmail.com)

**Website:** [www.dbc.org/guatemala](http://www.dbc.org/guatemala)



**dunwoody**  
BAPTIST CHURCH

*Passionately Becoming More Like Jesus*

1445 Mt. Vernon Road  
Dunwoody, Georgia 30338  
770.280.1200 • [www.dbc.org](http://www.dbc.org)

Sunday Worship Services at 8:30 & 11 am  
Senior Pastor: Allen Jackson

*Updated August 2016*