



**MINISTRY FAIR**

**2023/2024**

*"Becoming like Christ, Sharing Him with Others"*

[www.discoverbethel.com](http://www.discoverbethel.com)

## CONNECT

**Greeters:** Greeters are the first impression for every guest, and this impression sets the stage for people to be open to life change. Greeters inform newcomers where washrooms, ministries, and the Welcome Booth are located. *Total time investment for one year: approx. half an hour before the start of each service.*

**Contact:** Cathy Ferchau - [cathy@discoverbethel.com](mailto:cathy@discoverbethel.com)

**Ushers:** Ushers are to receive everyone with a smile, a word of welcome, a loving touch (such as a handshake) and a bulletin on their way in. In the event of a full capacity service, they are to usher the attendee to an open seat. *Total time investment for one year: approx. half an hour before the start of each service, and availability during the service.*

**Contact:** Cathy Ferchau - [cathy@discoverbethel.com](mailto:cathy@discoverbethel.com)

**Campout:** This committee is to set up a church wide campout every second year. *Total time investment every second year: approx. 20-30 hours of planning.*

**Contact:** Melanie Wright - [melanie@discoverbethel.com](mailto:melanie@discoverbethel.com)

**Special Events Team:** This committee is to set up special church events i.e. church potlucks, celebrations for Mother's Day, Father's Day, etc. *Total time investment for one year: approx. 10-15 hours.*

**Contact:** TBA

**Membership / Welcome Desks:** Membership Desk volunteers process debit payments, sign up list registrants, and answer general church family questions. Welcome Desk team members welcome newcomers and provide "Welcome Packages" to visitors. *Total time investment for one year: approx. half an hour after the end of each service.*

**Contact:** Cathy Ferchau - [cathy@discoverbethel.com](mailto:cathy@discoverbethel.com)

**Coffee Service:** Coffee volunteers are asked to start the coffee before the service, set up and serve coffee and clean up after the service. You are welcome to volunteer as a family or as an individual. *Total time investment for one year: approx. 1 hour commitment once every 3-6 months.*

**Contact:** Christina Froehlich - [chris\\_froehlich@hotmail.com](mailto:chris_froehlich@hotmail.com)



## GROW

**Library:** Volunteers help others sign in and sign out books and bible studies. There are bi-monthly meetings to sort through new additions. *Total time investment for one year: approx. half an hour in between services, and 2-hour meetings bi-monthly.*

**Contact:** Ann Elzinga - ann.d.elzinga@gmail.com

**Men's Ministry:** The Men's Ministry Team offers retreats and other activities for men at different times during the year. The dates of events are announced as the events are planned.

**Contact:** Akin Osho - akinzo40@me.com

**Women's Ministry:** The Women's Ministry Team offers retreats and other activities for women at different times during the year. The dates of events are announced as the events are planned.

*Women's Committee:* Volunteers plan retreats, special events, and yearly Bible studies. *Total time investment for one year: approx. 30-40 hours per year.*

**Contact:** Rebecca Werkman - rebecca.werkman91@gmail.com

*Oasis:* Volunteers help facilitate and lead weekly morning Bible Study for women. *Total time investment: 2 hours per week plus meetings from mid-September to June.*

**Contact:** Laurie Veenstra - laurieveenstra@hotmail.com

## SERVE

**Food Bank:** Volunteers distribute pre-prepared Food Hampers from the Edmonton Food Bank.

*Total time investment for one year: approx. 2 hours every Thursday from September to June.*

**Contact:** Marci Mast - marcimast06@gmail.com

**Refugee Committee:** This team works under the Deacons to administer the sponsorship and then subsequent care of refugees coming to our community. We work closely with World Renew, our denominational agency, which is a sponsorship agreement holder with the Canadian government. We field new requests for sponsorship and spend time with refugee families to get them established in our local community.

*Total time investment: 2-hour meeting every quarter; more meetings are required if a new family has just arrived.*

**Contact:** Arnie Steenbergen - arniesteen@shaw.ca



## PRAYER MINISTRY

**Post Service Prayer Ministry:** Prayer servants pray after each Sunday service with those who ask for prayers of support, encouragement, discernment, and blessing. demonstrate the love and compassion of Jesus to those who come for prayer.

*Total time investment approximately- 2 hours per month, along with one training session per year.*

**Contact:** Cathy Ferchau - prayer@discoverbethel.com

**Intercession:** Intercessors pray during Sunday morning services and as requested for other events. *Total time investment is 2-4 hours per month, with 1-2 teaching meetings yearly.*

**Contact:** Kevin Magnes—prayer@discoverbethel.com

**Inner Healing Prayer Ministry:** Dedicated to praying for an extended period with individuals for spiritual, emotional, and physical healing. Training will be provided.

*Total time investment approximately-6 hours per month, plus training hours.*

**Contact:** Joanne Rozendaal - prayer@discoverbethel.com

## YOUNG ADULTS

**Coffee Ministry:** *Total time investment: 2 hours monthly*

**Contact:** Bethany Mast - bethanymast@gmail.com

**Bible Study Facilitators:** *Total time investment: 4 hours monthly*

**Contact:** Bethany Mast - bethanymast@gmail.com

**Event Facilitators:** *Total time investment: 4 hours monthly*

**Contact:** Bethany Mast - bethanymast@gmail.com

## REACH

**Taekwondo:** Taekwondo is the medium that allows us to share the love of Christ with kids and adults from the church and community. Volunteers can: supervise (this can be while participating in class: no taekwondo knowledge required!), teach class (current taekwondo knowledge required), lead Bible stories, ministry planning and administration.

*Total time investment for one year: 4 hours a week on Tuesday and Thursday from September to May.*

**Contact:** Joanne Luimes or Glen Osterhof – jnngln@yahoo.ca



## REACH (Continued)

**Kids Club leader:** Kids Club is a place where kids (ages 4-12) can play and connect. Kids Club runs every Thursday night from 3:00-5:30 at the Bannerman drop-in center. Volunteers can commit to a monthly, bi-monthly, or continuing basis.

*Total time investment for one year: variable, from 20-100 hours.*

**Contact:** Ed Dubbeldam - edubbeldam@gmail.com

**World Missions Team:** The role of this team is to cultivate a passion for, and engagement in international missions at Bethel with our global partners. This is done by ensuring an ongoing relationship with them, keeping a clear and open line of communication, and ensuring our financial pledges to them. We pray for each other and encourage each other in sharing Christ so that we can together fulfil the Great Commission. Team roles available are: communication, finance, offering promotion with material from our partners, fundraising activities, and trip planning. *Total time investment: 3-5 hours each month depending on the role, plus a monthly team meeting.*

**Contact:** Kevin Verveda - worldmissions@discoverbethel.com

**Truth and Reconciliation Committee:** This group promotes awareness of the truth, and the reconciliation process with Indigenous People in Canada and discerning Bethel's role in this with the Bannerman community. *Total time investment: approx. 2-8 hours per month, with an average of one 2-hour meeting per month.*

**Contact:** Line Des Rosiers - TRC@discoverbethel.com

**Multiethnic Committee:** This committee creates and hosts various initiatives to welcome and celebrate the ethnicities and cultures of all people at Bethel. Their vision is to build a multiethnic community with people from non-majority ethnicities involved in visible positions in the church. They also aim to reach out and invite people from their own cultural communities to Bethel. *Total time investment: bi-monthly meeting time plus any extra time offered to help organize and run multiethnic events.*

**Contact:** Jare Osho—adejay@hotmail.com

**Prison Ministry:** This ministry provides compassionate support and counseling to inmates in local prisons. This is a phone ministry conducted from your home within the hours of 9:00 a.m. to 9:00 p.m. In addition to visits, volunteers can help inmates with their re-entry journey back into society. This is a safe and secure method of outreach, prayer, and discipleship that blesses inmates and volunteers alike. *Total time investment: commit to a two-hour time slot each week (calls are max. 20 min. each).*

**Contact:** Larry Mann - larrydonna2003@yahoo.com  
Pastor Cathy - cathy@discoverbethel.com



## WORSHIP

**Sound Operators:** Oversee audio production during weekend services, work closely with the band to set up the stage adequately, ensure that communication from the platform happens effectively. *Total time investment: 8 hours per week, 1 weekend per month.*

**Contact:** Jason Wisselink—jason@discoverbethel.com

**Computer Operators:** Oversee visual production during weekend services and manage everything viewed on the screens during weekend services.

*Total time investment: 8 hours per week, 1 weekend per month.*

**Contact:** Jason Wisselink—jason@discoverbethel.com

**Worship Leaders / Service Planners:** Oversee service planning in conjunction with the preaching pastor and worship arts team. They are responsible for selecting songs, scripture passages, rehearsing with music team and leading the music portion of the weekend services. *Total time investment: 12 hours per week, 1 weekend per month.*

**Contact:** Lisa Vander Heide - lisa@discoverbethel.com

**Musicians:** Adequately and skillfully prepare music for weekend services. This includes personal practice time, rehearsals, and sound checks. They will work with worship leaders to guide the congregation in worship through music.

*Total time investment: 9 hours per week, 1 weekend per month.*

**Contact:** Lisa Vander Heide - lisa@discoverbethel.com

**Vocalist:** Vocalists sing on our worship teams on Sundays and help lead worship. There is a practice on Thursday evening which they are required to attend. Vocalists must be able to sing harmonies. *Total time investment: 5 hours per month.*

**Contact:** Lisa Vander Heide - lisa@discoverbethel.com

**Worship Arts Team:** Work with preaching pastors to add creative value to weekend services, and oversee stage design aesthetics in a way that is conducive to helping people worship. *Total time investment: 10 hours per month.*

**Contact:** Lisa Vander Heide - lisa@discoverbethel.com

**Communion Prep Team:** Prepare communion elements when we celebrate communion on the last Sunday of each month.

*Total time investment: 1 hour per week, 1 weekend every other month.*

**Contact:** Ed Dening — blanyo@gmail.com



## CHILDREN'S MINISTRIES

**Cadets:** Cadets is a place where boys (grade 2-6) can be mentored and have fun building a variety of skills and developing faithful, Christlike attitudes in their lives. They meet every second Tuesday night from September to May, 7-8:30 pm.

*Total time investment for one year: approx. 36 hours, plus a weekend campout in the spring.*

**Contact:** Calvin Vander Leest - cavanderleest@gmail.com

**GEMS:** GEMS (Girls Everywhere Meeting the Savior) is for girls (grade 2– 9) to discover who they are and who God created them to be through fun, fellowship, and building skills together . They meet every other Tuesday night from September to May, 7-8:30 pm.

*Total time investment for one year: approx. 36 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com

**Bethel Kids Large Group:** Children aged 3– grade 4 are welcomed into our large group space to explore God's Big Story together through worship, prayer, and story time. Large group runs about 15-20 minutes and is led by the storyteller. Story tellers usually serve once per month. *Total time investment for one year: approx. 15 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com

**Bethel Kids Small Groups:** After the large group session, children break off into separate age groups to explore the week's story through games, crafts, activities, and discussions.

*Leaders serve for a month at a time and alternate every other month.*

*Total time investment for one year: approx. 40 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com

**Grades 5 & 6:** Using a program called Dive, students and their leaders explore Bible stories paired with important teachings from the Reformed/Presbyterian confessions. This guides students into deeper discussions and more complex concepts as they study God's Word. Leaders usually serve once per month.

*Total time investment for one year: approx. 20 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com

**Security:** Our children's area is kept safe by security personnel who do head counts, monitor children as they attend classes, ensure kids are safe in the washrooms, and call for parents if a child is upset. Security personnel serve approximately once per month.

*Total time investment for one year: approx. 15 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com



## CHILDREN'S MINISTRIES (Continued)

**Bethel Kids Check-In:** Each Sunday, families sign in their children in at the computer check-in kiosk. Greeters ensure each family is checked in and welcome visitors and new families, inputting data into the system. Greeters serve for approximately 30 minutes before the start of the service once per month from September to June.

*Total time investment for one year: approx. 10 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com

**Nursery Childcare Providers:** Each Sunday, babies aged 0-2 years old are welcomed into the nursery by caring adults who create a safe, comfortable place for Bethel's youngest attendees to play and explore. Childcare providers serve approximately once per month from September to June.

*Total time investment for one year: approx. 20 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com

**Nursery Helper:** Teen volunteers (junior/senior high) assist the adult nursery crew, playing with the babies and comforting them as needed. Helpers serve approximately once per month.

*Total time investment for one year: approx. 15 hours.*

**Contact:** Selikke Duthler - kids@discoverbethel.com





## YOUTH

**Youth Leader:** Youth Leaders engage with a small group of students and mentor them to “become like Christ and share Him with others”. This is done through connecting with youth at *Paul and Pancakes* (monthly Sunday Bible-study), events (monthly or bi-monthly on Fridays or Sundays), or retreats, and further building a mentoring relationship through meeting with students off-site.

*Total time investment: 3-4 hours per week every other Friday night (for Catalyst Bible study) throughout the school year. Additional time investment includes youth retreats twice a year in winter and spring.*

**Contact:** Melanie Wright – [youth@discoverbethel.com](mailto:youth@discoverbethel.com)

**Paul and Pancakes Volunteer:** Bethel Youth hosts a monthly Sunday Bible study called “Paul and Pancakes”, which involves making pancakes together before studying a letter Paul wrote to the early church. This volunteer opportunity involves engaging with students while making pancakes.

*Total time investment: 2 hours monthly on the third Sunday of the month (during worship).*

**Contact:** Melanie Wright – [youth@discoverbethel.com](mailto:youth@discoverbethel.com)

**Youth Special Events Volunteer:** Bethel Youth hosts fundraisers, retreats, and events throughout the year. Volunteers would drive students during the Mystery Retreat or would assist with preparing food for larger events, such as during basketball or soccer camp, the year-end gala, or fundraisers.

*Total time investment: one weekend a year (Mystery Retreat) or 4-8 hours a year.*

**Contact:** Melanie Wright – [youth@discoverbethel.com](mailto:youth@discoverbethel.com)

**Youth Event Chaperone:** An event chaperone is focused on building Christ-like community through games, activities, and outings. They assist the leaders and help mentor youth by engaging with them through all the events and activities. Can involve driving to and from events if available.

**Contact:** Melanie Wright – [youth@discoverbethel.com](mailto:youth@discoverbethel.com)



## YOUTH (Continued)

**Youth Summer Camp Volunteer:** Bethel Youth hosts a day camp for teens in July with a variety of activities including basketball, soccer, writing, drawing, painting, etc. Youth learn a new skill and hear a devotional message. Volunteers are needed to work alongside our summer youth intern to host a session or build community with students during the activities.  
*Total time investment: 2 hours or more during a week in July. Camps run from 10am-3pm.*

**Contact:** Melanie Wright – [youth@discoverbethel.com](mailto:youth@discoverbethel.com)

**PLOT Volunteer:** PLOT is Bethel Youth’s summer drop-in program that runs on Tuesday nights during July and August. It’s hosted in Bethel’s parking lot. Volunteers can lead this ministry or work alongside the youth intern and other youth leaders to play with and help build community with the youth who come.

*Time investment: 3 hours per week on Tuesday evenings in July and August.*

**Contact:** Melanie Wright – [youth@discoverbethel.com](mailto:youth@discoverbethel.com)



## Church Council

### Governing Elders

Governing Elders are called to provide oversight to the congregation by:

- Maintaining doctrinal and moral integrity within the church and exercising discipline and mutual censure as required.
- Praying faithfully for Bethel Church ministries and staff.
- Participating in council meetings and attending congregational meetings.
- Giving visionary leadership, developing with staff a long-range plan of ministry and holding each other accountable for the mission, vision and values of the church.
- Yearly reviewing the organizational structures and make recommendations to council for changes.
- Dealing with legal or government matters.
- Overseeing ministry staff through:
  - Monthly staff reports and annual reviews
  - Approving all staff and pastor task descriptions
  - Reviewing and making changes in staff ministry descriptions/profiles to Council when needed
  - The hiring and releasing of non-pastoral staff
  - Appointing search committees for Pastors or occasionally for new staff members
- *Overseeing the nomination process for office bearers*
- *Being responsible for all financial matters*
- *Setting agendas for council meetings and congregational meetings*
- *Reviewing all policies and recommending changes to council*
- *Promoting a safe environment for all people, with fair means and processes for addressing abuse*
- *Appointing delegates to Classis*
- *Regularly informing the congregation of its actions*

**Contact:** Ivan Mast – [ivanmast@shaw.ca](mailto:ivanmast@shaw.ca)

### Shepherding Elders

Shepherding Elders are called to provide spiritual oversight to the congregation by:

- Maintaining doctrinal integrity and moral integrity within the church and exercising discipline and mutual censure as required.
- Praying faithfully for Bethel Church ministries and staff
- Serving as elder of service, leading in prayer with the Worship Team and being available for post-service prayer ministry.



## Shepherding Elders (continued)

- Serving communion when scheduled
- Participating in council meetings and attending congregational meetings
- Handling all membership transfers and applications
- Guiding and participating in small groups, viewing them as a primary means of providing spiritual, emotional, and physical care to members
- Responding to all significant hurts, illnesses, celebrations and transitions.
- Encouraging and handling all baptisms and professions of faith

**Contact:** Mary Rietveld—[bmrietveld@albertacom.com](mailto:bmrietveld@albertacom.com)

## Deacons

Deacons inspire faithful stewardship in the congregation.

They:

- Remind us that “from everyone who has been given much, much will be demanded” (Luke 12:48b)
- Prompt us to seize new opportunities to worship God with offerings of wealth, time, and ability.
- Realize that benevolence is a quality of our life in Christ and not merely a matter of financial assistance.
- Weigh the needs of causes and use the church’s resources discerningly.
- Be compassionate and merciful to the needy. Respect their need for dignity; hold in trust all sensitive matters confided to them. Encourage them with words that create hope in their hearts and with deeds that bring joy into their lives.
- Be a prophetic critic of the waste, injustice, and selfishness in our society, and be a sensitive counsellor to the victims of such evils.

**Contact:** Michael Werkman—[mikewerkman@gmail.com](mailto:mikewerkman@gmail.com)



## Administration

**Building and Maintenance Team:** This team meets monthly (as needed) and ensures that the church building is well maintained. *Total time investment: 24-32 hours per year.*

**Contact:** Laurence Verseveldt — [facilities@discoverbethel.com](mailto:facilities@discoverbethel.com)

**Human Resources:** This team meets as needed, with the main duties being the compilation of staff salaries, and resolution of any disputes. *Total time investment: 10-12 hours per year.*

**Contact:** Randall Huisman – [br.huisman@telus.net](mailto:br.huisman@telus.net)

**Finance Team:** This team meets as needed and oversees all finances and Ministry Plan budgets. *Total time investment: 12-20 hours per year.*

**Contact:** John Oort – [john@oortenterprises.com](mailto:john@oortenterprises.com)

**Safe Church:** To ensure the proper documentation for all volunteers and liaise with Ministry Leaders to ensure all volunteers have been asked for police check information. *Total time investment: 20-30 hours per year.*

There is also a need for additional Plan to Protect trainers. Training is planned for 3-5 times per year with a variety of trainers sharing duties. Training of trainers is provided and paid for by Bethel. *Total time investment: 20-30 hours per year.*

**Contact:** Hilda Buisman – [administrator@discoverbethel.com](mailto:administrator@discoverbethel.com)



# Contact Information

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Cathy Ferchau—**Pastor of Outreach and Missions**

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