



CARBONDALE
CONNECT

Whether you have just recently begun attending or have been calling Carbondale home for many years we would love for you to get connected and find a place of ministry.

Carbondale exists as a place of healing, hope, laughter, and peace. Our desire is that you are connected and helping us extend those values to all who enter our doors and take that same message into our community. There are many ways in which this can happen so please glance through all the job descriptions to see what area would be the best fit to connect your God-given gifts and talents.

CONTACT INFORMATION



For more information or to contact a specific pastor, you can call the church office Monday – Thursday at 918-446-0795 or send an email:

- **PASTOR PHIL TAYLOR:** phil@cagtulsa.com
- **PASTOR SARAH TAYLOR, SENIOR ASSOCIATE PASTOR:** sarah@cagtulsa.com
- **PASTOR JEFF WALKER, YOUTH PASTOR:** jeff@cagtulsa.com
- **PASTOR BRIAN WHITE, DISCIPLESHIP PASTOR:** brian@cagtulsa.com
- **PASTOR BRITTANY CALVERT, CHILDREN’S PASTOR:** brittany@cagtulsa.com
- **PHYLLIS YANDELL, MEDIA COORDINATOR:** phyllis@cagtulsa.com
- **SANDI CASEY, CARE COORDINATOR:** sandi@cagtulsa.com
- **JUSTIN AND VALERIE BILLINGSLEY, ARK PARK COORDINATORS:** justin@cagtulsa.com
or valerie@cagtulsa.com

GENERAL CHURCH MINISTRIES

▶ Team Carbondale

JOB DESCRIPTION: Team Carbondale serves once a month during the course of their one-year commitment on either a Sunday morning or Wednesday evening. They meet early to receive their job assignments for the day from their Team Captain. Those job assignments range from door greeters, desk hosts, coffee makers, or runners and include tasks such as greeting visitors, handing out bulletins, making coffee, answering questions, helping guests find the right child check-in or classroom, setting out notebooks in the sanctuary, and assisting people in finding a seat in the sanctuary.

COMMITMENT LENGTH: Team Carbondale serves for one year at a time. Sign-ups happen every January and the team serves once a month from February through the following January. Sunday Teams meet at 8:30 am and serve during both services. Wednesday teams meet at 5 pm.

REQUIREMENTS: Team Carbondale are expected to attend the annual training meeting which takes place around the 3rd or 4th Saturday of January. They are also expected to arrive on time and serve with a smile on their assigned day.

HOW TO GET INVOLVED: Sign up in January. Information regarding sign-ups will be in the bulletin during the month of January.

GENERAL CHURCH MINISTRIES



▶ Life Group Leader or Host

JOB DESCRIPTION: The Leader plans the group meeting, leads the study, and facilitates the discussion. Responsibilities of the Host are to open their home for the life group, organize the meal plan, and extend invitations.

COMMITMENT LENGTH: Life Group meets on the 2nd and 4th Sundays from August through the end of April with the month of December taken off. You are signing up to be a leader/host for 1 season (August – April).

REQUIREMENTS: Leaders must have some level of Bible knowledge and be able to lead a discussion. Hosts must be friendly and hospitable.

HOW TO GET INVOLVED: Email your interest to Pastor Sarah at any time during the spring months.

▶ Homebound Visitor Ministry

JOB DESCRIPTION: Those involved in this ministry are provided a list of church members who are unable to attend service because of health, recent surgery, etc. who would appreciate a visit. The visit may take place in a home, nursing home, rehab facility, or hospital.

GENERAL CHURCH MINISTRIES

COMMITMENT LENGTH: Once a month and the time can be arranged around your convenience.

REQUIREMENTS: Must be a cheerful person who feels comfortable meeting new people, and praying with others. Need to have attended the church for at least 6 months, and be background checked.

HOW TO GET INVOLVED: Email your interest to Sandi Casey and set up a time for an interview.

▶ Nursing Home Ministry

JOB DESCRIPTION: Carbondale members hold a service twice a month at a local nursing home. Those volunteering help with all areas of the service and are needed to visit with patients before and after the service.

COMMITMENT LENGTH: 1st and 3rd Tuesday of each month.

REQUIREMENTS: Must be friendly. Musical ability is not required, but would be appreciated.

HOW TO GET INVOLVED: Contact the church office for more information.

FOOD MINISTRIES



🎯 Grocery Ministry

JOB DESCRIPTION: Bag groceries for our daily food distribution or our 4th Sunday Food Share.

COMMITMENT LENGTH: 1-3 times per month for one hour on either a Tuesday or Thursday afternoon.

REQUIREMENTS: Will need to be able to do some minimal lifting. Men and women are encouraged to participate.

HOW TO GET INVOLVED: Email your interest to Sandi Casey or call the church office.

🎯 Pick-up/Delivery of Groceries

JOB DESCRIPTION: Pick up shipment of groceries from local store and deliver to Carbondale.

COMMITMENT LENGTH: 1-3 times per month for roughly 2 hours on either a Tuesday or Thursday morning.

REQUIREMENTS: Must have access to a truck or trailer to haul groceries and be able to lift and carry boxes of canned goods and other food items.

HOW TO GET INVOLVED: Email your interest to Sandi Casey or call the church office.

🎯 Wednesday Night Dinner

JOB DESCRIPTION: Help our Wednesday Night Dinner Coordinator prep meals, and/or serve meals on Wednesdays. A clean up crew is also needed to wash/dry dishes and clean tables at the end of the night.

COMMITMENT LENGTH: August through end of May. Those helping to prep meals would need to be available on a Wednesday morning from 9 am – 12 pm. Those serving would need to arrive by 5 pm and work till 7 pm.

REQUIREMENTS: Must be able to stand for long periods. Minimal lifting may be required. Cooking ability is helpful, but not required, especially for those only looking to assist in serving the meal.

HOW TO GET INVOLVED: Contact the church office to set up an interview.

🎯 Sonshine Group Lunch

JOB DESCRIPTION: Help with the food prep and service the food table at our retiree's luncheon. You will also help by assisting attendees and cleaning the serving line and kitchen.

COMMITMENT LENGTH: The first Thursday of every month from 9 am – 1 pm.

FOOD MINISTRIES

REQUIREMENTS: Must be able to stand and do minimal lifting.

HOW TO GET INVOLVED: Contact the church office to set up an interview.

🎯 Funeral Dinners

JOB DESCRIPTION: Prepare a dish as needed to be served at the funeral dinner for the family of a church member.

COMMITMENT LENGTH: This is “as needed.” Your name will be added to the list of those who are called on when we are having a funeral.

REQUIREMENTS: Must be able to cook/bake.

HOW TO GET INVOLVED: Contact the church office.



▶ Adult Sunday School Teacher

JOB DESCRIPTION: Teachers are responsible to present material, facilitate discussion and lead our adult classes each week.

COMMITMENT LENGTH: Classes reset every 3 to 4 month (with the exception of our Legacy classes).

REQUIREMENTS: Teachers are expected to be mature Christians who have a desire to help others grow in their faith. They must be able to consistently be at class prepared to teach the assigned topic of study. Additionally, they must attend Lead Night meetings on the 1st Tuesday of each month.

HOW TO GET INVOLVED: Contact Pastor Brian

For Sunday School opportunities for kids or youth please look under the Student Ministries heading.

MUSIC AND MEDIA MINISTRIES

🎵 Choir

JOB DESCRIPTION: The choir ministers in music every Sunday morning and at special occasions during the year such as worship nights and Christmas at Carbondale.

COMMITMENT LENGTH: The choir operates on a year long commitment, but will accept new members during the year with the expectation they will participate through Christmas at Carbondale. They meet for rehearsal every Wednesday night starting at 6:30.

REQUIREMENTS: Reading music is not required, but a love for singing, being faithful, prompt, committed to learning music, being diligent to the rehearsal process and accountable to leadership regarding attendance is required.

HOW TO GET INVOLVED: Email Pastor Sarah.

🎵 Worship Team

JOB DESCRIPTION: Worship Team members are typically pulled from those that have served in the choir for some time.

COMMITMENT LENGTH: The members of the Worship Team serve for an indefinite period of time.

MUSIC AND MEDIA MINISTRIES

REQUIREMENTS: A commitment to the vision of the music department and to practicing and learning all parts. Must attend Lead Night meetings on the 1st Tuesday of each month.

HOW TO GET INVOLVED: Join the choir.

🎧 Sound Engineers

JOB DESCRIPTION: Sound engineers assist in the set up and running of sound during all weekly services.

COMMITMENT LENGTH: A one-year commitment to serve at 1-4 services per month. On the assigned day they are expected to arrive 15 minutes before the scheduled rehearsal time.

REQUIREMENTS: A good ear for EQ'ing and an understanding of how to balance the band to vocal ratio is a good starting point. All sound engineers must shadow a current Carbondale sound engineer for 3-6 months before they can be scheduled to run sound for a service on their own. Must attend Lead Night meetings on the 1st Tuesday of each month.

HOW TO GET INVOLVED: Email Pastor Sarah.

MUSIC AND MEDIA MINISTRIES



▶ Media

JOB DESCRIPTION: Team members assist with the lighting, cameras for live stream, and computer needs during both Sunday morning services and other special services throughout the year.

COMMITMENT LENGTH: A one-year commitment to serve at 1-4 services per month. On the assigned Sunday they are expected to arrive at 7:45 a.m. and stay through their assignment, typically after 2nd Sunday service.

REQUIREMENTS: Basic computer skills are needed. Training will be provided for areas of media and cameras. Willingness to learn is a must and attention to details is important.

HOW TO GET INVOLVED: Email Phyllis.

CAGY (CARBONDALE ASSEMBLY OF GOD YOUTH)

🎯 CAGY Food Servers

JOB DESCRIPTION: Serve breakfast to our teenagers on Sunday morning.

COMMITMENT LENGTH: Once a month on a Sunday from 9 am-9:30.

REQUIREMENTS: Must be friendly, have attended for 6 months, and pass a background check.

HOW TO GET INVOLVED: Email Pastor Jeff for an application.

🎯 CAGY Van Drivers and Riders

JOB DESCRIPTION: Be available to drive a van route to take teens home following the Wednesday night service. Or, be a van rider as all vans must have two adults on them.

COMMITMENT LENGTH: This is a weekly commitment from 8 pm – 9 pm.

REQUIREMENTS: Must have a driver's license and be at least 25 years old, have attended for 6 months,

STUDENT MINISTRIES - CAGY

and pass a background check.

HOW TO GET INVOLVED: Email Pastor Jeff for an application.

🎯 CAGY Sponsor

JOB DESCRIPTION: Oversee students before Wednesday youth service, assist with crowd control in small groups, attend youth service, and help with occasional special functions. Most importantly build relationships with students.

COMMITMENT LENGTH: This is a weekly commitment for every Wednesday night from 5:30 pm – 8 pm.

REQUIREMENTS: Must be outgoing enough to engage students and build relationships. Consistency is key. Also, must be able to attend monthly Lead Night meetings on the 1st Tuesday of every month, have attended for 6 months, and pass a background check.

HOW TO GET INVOLVED: Email Pastor Jeff for an application and to set up an interview.

🎯 CAGY Sunday School Teacher

JOB DESCRIPTION: Teachers will teach the middle school and/or high school aged students during the 9

STUDENT MINISTRIES - C.KIDS



am service each Sunday morning.

COMMITMENT LENGTH: Classes will reset every 3 to 4 months.

REQUIREMENTS: Teachers should be mature Christians able to teach the word of God and keep the interest of teenagers! Must be able to attend monthly Lead Night meetings on the 1st Tuesday of every month, have attended for 6 months, and pass a background check.

HOW TO GET INVOLVED: Email Pastor Jeff for an application and to set up an interview.

C.KIDS (CARBONDALE KIDS)

▶ Check-In

JOB DESCRIPTION: Check-In volunteers work the check-in desk during various time slots to check in/out children for/from services. The safety of our children is serious work, but a friendly demeanor, as one of the first interactions parents have at Carbondale, also plays a big part in this role.

STUDENT MINISTRIES - C.KIDS

COMMITMENT LENGTH: A one-year commitment to work 1-4 service times per month is optimal. The service times are:

Sunday Check-In Time 1: 8:45 am – 10:30 am

Sunday Check-In Time 2: 10:30 am – 12:15 pm

Wednesday Check-In: 5:15 pm – 7:00 pm

Wednesday Check-Out: 7:00 pm – 8:15 pm

REQUIREMENTS: Basic computer skills are needed as all check-ins are done through our online computer system, Planning Center. Being comfortable around kids is important too. Must have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

🎯 Administrative Work

JOB DESCRIPTION: Volunteers will address and stamp envelopes, write cards, send follow up materials, and assist with light administrative needs as needed.

COMMITMENT LENGTH: As available, once a week, during Carbondale office hours.

STUDENT MINISTRIES - C.KIDS



REQUIREMENTS: Must be able to write legibly and address envelopes.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

🎯 Girls/Boys Clubs

JOB DESCRIPTION: Volunteers will assist pastoral staff members at Girls/Boys Clubs at our local partner schools with various activities including games, crafts, snacks, lessons, small groups, etc.

COMMITMENT LENGTH: A commitment of a school semester (full year optimal). Girls Clubs are Tuesday 2:15 pm – 4:00 pm or Thursday 2:15 pm – 4:00 pm and Boys Club is Thursday 2:15 pm – 4:00 pm.

REQUIREMENTS: Desire to work with kids. Must have attended Carbondale for 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

STUDENT MINISTRIES - C.KIDS

C.KIDS SUNDAY MORNING POSITIONS

🕒 Sunday School Teacher – 9 am

JOB DESCRIPTION: Sunday school classes are divided by grades and teachers use curriculum provided for them by Pastor Brittany.

COMMITMENT LENGTH: Sunday School teachers make a year long commitment beginning with the August school year. They are expected to arrive by 8:45 am to begin receiving kids into their classrooms.

REQUIREMENTS: Teachers should be mature Christians able to teach the word of God in a way that is age appropriate. Must be able to attend monthly Lead Night meetings on the 1st Tuesday of every month. Must also have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

🕒 Sunday Morning Kids Crew – 10:45 am

JOB DESCRIPTION: The Sunday morning kids crew help in many different capacities including helping to supervise children in the play room, play games, and help with crowd control during worship and lesson

STUDENT MINISTRIES - C.KIDS



times.

COMMITMENT LENGTH: A one-year commitment to work 1-4 Sundays per month is best.

REQUIREMENTS: Must be comfortable around and enjoy kids. You may be asked to stand for long periods. Must be able to attend monthly Lead Night meetings on the 1st Tuesday of every month. Must also have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

C.KIDS WEDNESDAY NIGHT POSITIONS

▶ Pizza Server

JOB DESCRIPTION: The kids who attend on Wednesday nights are fed pizza for dinner upstairs in our children’s wing. Duties include setting up serving tables, serving pizza, and cleaning up tables when finished.

COMMITMENT LENGTH: A one-year commitment to work 1-4 Wednesday per month is appreciated. The pizza servers work from 5:25 pm – 6:30 pm on their assigned night.

STUDENT MINISTRIES - C.KIDS

REQUIREMENTS: Enjoyment of kids is an essential part to enjoying this job. Must have attended Carbondale for 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

🎮 Activity Room Mentors

JOB DESCRIPTION: Duties include light supervision and building relationships with kids by playing games, doing crafts, reading books, coloring, etc. Playing with kids and talking with them is one of the most important things that happen on a Wednesday night.

COMMITMENT LENGTH: A one-year commitment to work 1-4 Wednesday nights per month would be best. The activity rooms are operational from 5:30 pm – 6:30 pm.

REQUIREMENTS: Must enjoy building relationships with kids. Must have attended Carbondale for 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.



▶ Junior Bible Quiz Coaches

JOB DESCRIPTION: Coaches work to organize scripture memorization activities, games and quizzes to help our kids hide the word of God in their hearts. Curriculum and questions are provided.

COMMITMENT LENGTH: A one-year (beginning with the August school year) commitment is required. Coaches are there every Wednesday night from 5:30 – 6:30 pm.

REQUIREMENTS: Must enjoy working with kids and have a love for God’s word. Must have attended Carbondale for 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

▶ MPact Girls/Royal Rangers Teacher

JOB DESCRIPTION: Wednesday night classes are divided by gender and grade and teachers use MPact Girls and Royal Rangers curriculum to teach and disciple kids.

COMMITMENT LENGTH: For consistency a one-year commitment is required. Class time begins promptly at 6:00 pm and finishes at 8:15 pm.

STUDENT MINISTRIES - ARK PARK

REQUIREMENTS: Teachers should be able to creatively teach an age appropriate lesson using the provided curriculum. Must be able to attend monthly Lead Night meetings on the 1st Tuesday of every month. Must also have attended Carbondale for 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or email Pastor Brittany for an application.

ARK PARK (NURSERY AGE)

▶ Check-In

JOB DESCRIPTION: Check-in volunteers work the check-in desk during various time slots to check-in/out children for/from services. The safety of our children is serious work, but a friendly demeanor, as one of the first interactions parents have at Carbondale, also plays a big part in this role. The check-in/out person works closely with the runner to ensure that our kids have a pleasant entry experience as well as leave in a calm, safe manner.

COMMITMENT LENGTH: A one-year commitment to work 1-4 service times per month is optimal. The service options are:

STUDENT MINISTRIES - ARK PARK

Sunday First Service: 8:45 am – 10:30 am
Sunday Second Service: 10:30 am – 12:15 pm
Wednesday: 6:15 pm – 8:00 pm

REQUIREMENTS: We are looking for someone that is pleasant, cheerful, and can make the children feel welcome. Basic computer skills are needed as all check-ins are done through our online computer system, Planning Center. Being comfortable around kids is important too. Must have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or contact Justin or Valerie.

▶ Runner

JOB DESCRIPTION: When the children arrive, the runner takes them and their belongings to their designated class and passes any messages from the parent to the teacher. When the parents come to pick up their children, the runner gathers the child and their personal items and brings to them to the front desk to be checked out.

COMMITMENT LENGTH: A one-year commitment to work 1-4 services per month is best. The service options are:

STUDENT MINISTRIES - ARK PARK

Sunday First Service: 8:45 am – 10:30 am

Sunday Second Service: 10:30 am – 12:15 pm

Wednesday: 6:15 pm – 8:00 pm

REQUIREMENTS: Those in this position should be happy and pleasant as they are one of the first faces the children see when they enter the Ark Park. Must have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or contact Justin or Valerie.

🎤 Talking is Teaching

JOB DESCRIPTION: This program is designed for kids from birth – 5 years old and promotes talking, reading, and singing. Volunteers help in a variety of ways including: greeting, serving food, check-in, reading, and assisting in the reading rooms.

COMMITMENT LENGTH: Talking is Teaching is once a month on the 3rd Tuesday night. Volunteers are to arrive at 5:30 pm and the night is finished by 7 pm.

REQUIREMENTS: Must have attended Carbondale for at least 6 months and pass a background check.

STUDENT MINISTRIES - ARK PARK



diapers, supervise play time, assist with the group story time lesson and music portion of the morning.

COMMITMENT LENGTH: A one-year commitment to work 1-4 Sundays per month is best.

REQUIREMENTS: The main requirements are to love children, enjoy being around them, and provide care with excellence. Must have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or contact Justin or Valerie.

🕒 Sunday Night Teachers – 6 pm

JOB DESCRIPTION: Supervise little ones during the Sunday evening service (with the exception of Life Group nights). Teachers also are responsible for the lesson, song time, and snack time.

COMMITMENT LENGTH: A one-year commitment to work 1-4 Sunday nights per month is best. Teachers arrive at 5:45 pm and are typically finished around 7:00 pm.

REQUIREMENTS: Must enjoy being around little ones. Must have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or contact Justin or Valerie.

STUDENT MINISTRIES - ARK PARK



🎬 Wednesday Night Teachers

JOB DESCRIPTION: The little ones are divided by age/developmental stage (birth-23 months; 2 year olds; 3 year olds; 4 year olds) during the Wednesday night service. Those teaching classes during this service change diapers, supervise play time, assist with the group story time lesson and music portion as well as helping with crafts and snacks.

COMMITMENT LENGTH: A one-year commitment to work 1-4 Wednesdays per month is optimal. Teachers arrive by 6:15 pm and work until approximately 8:00 pm.

REQUIREMENTS: The main requirements are to love children, enjoy being around them, and provide care with excellence. Must have attended Carbondale for at least 6 months and pass a background check.

HOW TO GET INVOLVED: Write your interest in the Sunday notebook or contact Justin or Valerie.



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