

FIRST CHURCH OF CHRIST SCIENTIST, SAN JUAN CAPISTRANO

TEAM DESCRIPTIONS

Audio/Visual Team: Operates the teleconference, A/V board, internet, and video projection systems during church services, meetings and special events.

Care Team: Responds to requests for assistance by members; visits and/or reads to members; when appropriate, sends flowers on behalf of the church to members or to the family of members.

Child Care Team: Cares for infants and children up to the age of three whose family is attending church.

Design Team/Community Room: Handles decisions relating to the interior of the church, including: furniture and window treatments, artwork, signs, and displays, ensuring the church is clean and fresh, handling any decluttering and reorganization. The team's goal is to ensure that the purpose and functionality of our church home works for everyone, achieving harmony through flexibility and simplicity of design.

Facilities Person: Acts as a liaison between the landlord and the membership regarding any correspondence, maintenance or changes to our leased facilities.

Finance Team: Meets regularly with the Treasurer to assist and support the Treasurer in handling the finances of the church.

Flower Team: Provides plant and floral arrangements for church services, as well as any special events, and handles the care and watering.

Hosts – On Site: (Ushers) Sunday and Wednesday ushers put out signs and literature tables, welcome congregation, and help them find seats, bathroom keys, and any needs of our guests. They bring in signs, tables, and help close up the church after the service.

Lecture Team: Arranges lectures given by members of the Christian Science Board of Lectureship and any other appropriate outreach activity that brings Christian Science to the local community.

Mentoring Team: Helps potential members become acquainted with our church and guides them through the membership process. Continues to be available to answer questions about church activities and governance.

Military Ministry Support: They periodically, gift wrap, write cards, prepare packages of books and send to families of the Marines who have requested books at a Christian Science Service at Marine Corps Base Camp Pendleton.

Music Team: Is responsible for the music for Sunday and Wednesday services, as well as any special musical presentations in keeping with our purpose of promoting spiritual growth, unconditional love, and healing.

OC Institutional Committee Rep: Is a liaison between the church and the Christian Science Committee on Institutional Work in Orange County (CSCIWOC). Attends their bi-monthly teleconference meetings and any in-person meetings, coordinates the church's metaphysical support for the committee's work, and periodically reports on the committee's work at GCWs. (appointed position)

On site Reader's Hosts. These assist the readers with conducting the service or meeting when the Reader/or Readers are off site.

Readers Team: Volunteer to read at Sunday services and Wednesday meetings. Mother Church membership required. For a complete description, please see the **Reader Guidelines** on our website. (A Reader Coordinator facilitates the scheduling of readers.)

Reading Room Team: Coordinates the work of the Reading Room attendants, including those working Zoom RR hours. Responds to the public regarding questions about Christian Science and the activities of the church. Orders, displays, and sells authorized material. Keeps up to date with new materials as well as online tools.

Sunday Program Production Team: Prepares the weekly church program, providing both hard copies and electronic copies for website posting. Currently, hard copies are printed for the Congregation on Holidays.

Sunday School Team: Teaching students up to the age of 20 spiritual solutions and how to apply their growing understanding of Christian Science to their daily lives. On-site and Zoom Sunday School teachers.

Tithing Team: Coordinates the selection of tithing recipients each calendar year (which final selection is a vote at the GCW) and works with the liaison of each organization to ensure they are on track with presentations and prayer requests.

Website Team: Maintains and updates the Church's website:
www.csinsanjuancapistrano.com/

Zoom Greeters: On Sundays and Wednesdays, is on Zoom and admits and greets online attendees coming into the service or meeting.