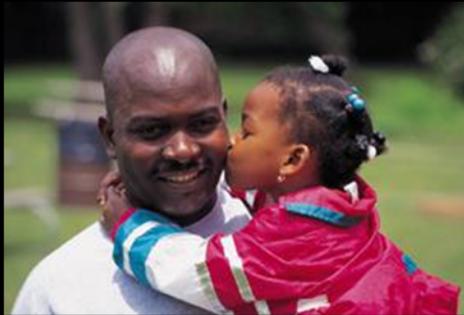


# Mount Calvary Christian Center COGIC



# New MEMBER'S HANDBOOK

*Reaching People, Changing Lives*

(Blank page)

## From the Senior Pastor

Greetings,

What a privilege it is for me to be the Chief Servant of such a great church. Thanks for letting me be your Pastor. You have entrusted me, as well as the leadership of this church, with the awesome task of assisting in developing your spiritual maturity.

Welcome to “The Church of Love.” This is not a slogan for us but a reality. I hope this concept of loving one another unconditionally will become contagious with you as well.

The Bible depicts the church as the body of Christ, and endorses the importance of plugging into a local church body of believers, which you have done. The body is not complete and does not function properly if one part of it breaks down. Our church body will not be complete if you do not become involved in some aspect of ministry. God placed you in this ministry for a purpose. Through prayer and fasting I pray that you will come to know what that purpose is and perform it to the Glory of God.

It is important that you understand the vision of this church, as every church does not have the same vision or assignment. Everything we do must fit into the purpose of our church, which is to:

- Give glory to God,
- Build up the believer,
- Evangelize the world

This is a holistic ministry. That is, we believe in developing the total person, excluding no age group (from the nursery to the elderly). But God has given us a special assignment to place emphasis on the family and develop godly men and women. Whatever you find your hands to do, do it with all your might, to the glory of God!

In His Service,

Pastor Reggie C. Witherspoon, Sr.

## From our First Lady

Greetings,

Welcome to Mount Calvary Christian Center. We are so happy to let you know that God is here! I am so grateful that God has led you to serve Him here, and that you made the decision to join our family and worship with us. At Mount Calvary Christian Center your heart can find rest in God. At Mount Calvary Christian Center you will find fellowship and community. We are part of the family of God and rejoice to have you join us. The Bible begins with a promise of abundance. "It is good, it is good, it is very good," God declares as the work of creation is begun. And then God blesses the entire endeavor, "Be fruitful and multiply." Goodness overflows from God's creative spirit and endows all plants, animals, and earth with light, life and hope. What was begun in creation comes to fulfillment in God's own son when Jesus declares, "I came that they may have life, and have it abundantly."

We are earnestly excited about your journey through God's story of endless grace, love, forgiveness and justice. It is the story of manna from heaven. It is the story of a few loaves and fishes feeding 5,000. It is the story of the blind receiving sight and the lame leaping like a deer. It is the story of the bread of life that can feed us even after we die. This is the story we teach, learn, proclaim, and live at Mount Calvary Christian Center, COGIC. It is our heart's desire to be a blessing to you. We are here for you!

When you begin to live God's story, the world is different. No longer afraid of scarcity, you notice God's blessings all around, and even within, even in the hard times. No longer forced into competition, you are freed to be the creative, generous, and gifted person God created you to be. Now open to God's presence, you want to go deeper into that relationship; exploring the gifts God has given you as one of God's children. You want to nurture those gifts, strengthen them, and then let them loose in the world for service to others. You want to join others in celebrating our God of abundance.

We look forward to thanking and praising God with you for His blessings and gifts of abundance. Come learn with us, come grow with us, come serve with us, come and love with us! No matter your age, we all are on a journey of discovering and nurturing our personal gifts and abilities given to us by our loving Creator. Come serve with us as we share a new story with the world.

In short, you will find us to be a God-centered, caring community of individuals who are excited about having the opportunity to extend to you the same love, hope and joy we have received from the Lord.

Yours in Christ,

Laura N. Witherspoon, First Lady

## TABLE OF CONTENTS

Our Church History.....	5
Vision Statement .....	6
Image and Philosophy .....	6
Mission .....	6
Regular Service Schedule .....	7
Our Beliefs.....	9
Statement of Faith.....	9
Our Beliefs - Salvation .....	10
Our Beliefs – The Holy Spirit .....	11
Our Beliefs – Fasting.....	12
Our Beliefs – Tithing & Offering.....	13
Volunteering at MCCC .....	15
Member Expectations .....	15
Servant Leadership .....	16
Leadership Criteria .....	17
MCCC Ministries .....	18
Church Administration.....	19
Altar/Prayer Ministry.....	20
Education .....	21
Education (continued) .....	22
Evangelism.....	23
Fellowship Ministry .....	25
Fellowship Ministry (continued).....	26
Information Technology.....	27
Ministerial Ministries .....	28
Music and Worship Arts .....	29
Music and Worship Arts (continued) .....	30
Support Services.....	31
Support Services (continued) .....	32
Pastoral Ministries.....	33
General Information .....	35

(Blank page)

# Our Church History

---

Mount Calvary Christian Center, COGIC was founded on August 29, 1987 by Pastor Reggie C. Witherspoon Sr. and First Lady Laura N. Witherspoon with 15 people. The first service was held at 10915 51st Ave South in South Seattle. When that location did not work out the church moved to the basement of the home of Mother Mattie Delgado. The Church rapidly outgrew that location, and with the providence of God landed an excellent location with plenty of space on Martin Luther King in South Seattle with the Union Gospel Mission. It was a wonderful open door which enabled Mount Calvary to function as a full fledge ministry that was experiencing rapid growth. Mount Calvary is forever indebted to the Union Gospel Mission for their support. In 1992, the Church moved into its current location, on 23rd and East Union. The Church was blessed to purchase the building across the street which is now the Joshua Generation Teen Center.



Mount Calvary has been a beacon in the community for the past 20 years, providing cutting edge, and transformational ministry. Mount Calvary Christian Center, COGIC is a dynamic 21st century ministry in the heart of the city, serving a very urban and diverse community. At Mount Calvary we are blessed to receive powerful Biblical preaching, teaching, as well as dynamic worship every week. We seek to support the whole person through teaching, fellowship and various programs. Our belief is that every soul is valuable and we seek to strengthen our members by discipling them in the ways of Jesus Christ. We are the "Church of Love," and our goal is to reach as many people as humanly possible in an attempt to change their lives in a positive way. Mount Calvary is on the move for God.

## **Vision Statement**

To provide our members with an environment conducive to spiritual development, moral excellence, soul-winning skill and effectiveness, real Christian fellowship, crisis therapy, practical life skills, social responsibility, and the exercise of their spiritual gifts. To attract those who are not saved to the saving grace of God through Jesus Christ. To aid them, encourage and strengthen them during the early critical stages of life as a believer. To receive those who are already Christians in such a way that they will be totally pleased with their decision and quickly feel that they are an integral part of the congregation's life.

## **Image and Philosophy**

While we depend on God for success, we understand that God expects Mount Calvary to perform at the highest possible level of excellence. Our friends expect us to continue doing this. The Pastor believes in spiritual excellence for every person exposed to this ministry through the preached and taught word of God. Mount Calvary believes that people are looking for friendship and love, and a very loving church. Thus our motto: we are "The Church of Love". We also believe very strongly that every Christian member of the church has a God given gift and ability to offer the body of Christ.

## **Mission**

Mount Calvary Christian Center, COGIC is a divinely ordained institution comprised of a fellowship of believers for the purpose/mission of:

- Glorifying God
- Evangelizing the world by taking the gospel of Jesus Christ to the world
- Building up of believers

Our primary focus of service is to the members of our local church. Our secondary focus of service is to people who are not members of our local church.

## Regular Service Schedule

### SUNDAY WORSHIP

Morning Worship . . . . . 8 AM/ 11 AM

Sunday School . . . . . 10 AM

New Members Class . . . . . 10 AM

### WEDNESDAY

Youth Bible Study . . . . . 6:30 PM

Bible Study . . . . . 7 PM

### 1ST SUNDAY

Communion

Servant Leadership Class . . . . . 9:30 AM

### 2ND SATURDAY

Ministry to the Homeless . . . . . 9:30 AM

### 2ND TUESDAY

Men's Fellowship . . . . . 7 PM

Women's Fellowship . . . . . 7 PM

(Blank page)

# Our Beliefs

---

## Statement of Faith

We Believe the Bible to be the inspired and only infallible written word of God.

We Believe there is one God eternally existent in three persons, God the Father, God the Son, and God the Holy Spirit.

We Believe in the Blessed Hope, which is the rapture of the Church of God, which is in Christ, at his return.

We Believe that the only means of being cleansed from sin is through repentance and faith in the precious blood of Jesus Christ.

We Believe that regeneration by the Holy Ghost is absolutely essential for personal salvation.

We Believe that the redemptive work of Christ on the cross provides healing for the human body in answer to believing in prayer.

We Believe that the Baptism in the Holy Ghost, according to Acts 2:4 is given to believers who ask for it.

We Believe in the sanctifying power of the Holy Spirit, by whose indwelling, the Christian is enabled to live a Holy and separated life in this present world.

*Amen.*

## Our Beliefs - Salvation

One of the key concepts of God's revelation to humanity is **Salvation**.

The biblical idea of salvation involves three notions.

- First is the rescue from danger, harm, or even death of an individual, group, or nation. Most specifically salvation is the rescue from sin and death.
- Second is the renewing of the spirit. Scripture explains that humanity fell from the original condition of moral purity into the state of sin. God's salvation always renews the spirit of a person to lead a life that is morally pleasing to Him.
- Third is the restoration of a right relationship with God. One of the effects of sin is separation from God. The written word of God makes it clear that salvation restores one's relationship with God, as Rom. 5:10 says, "For if, while we were enemies, we were reconciled to God through the death of His Son." In both the Old Testament and New Testament God's salvation includes rescue, renewal, and restoration and is accomplished through the person and work of His Son, our Lord and Savior Jesus Christ.

Salvation is the deliverance from sin and eternal death. One receives salvation and eternal life when he/she is born again.

### *1. What must I do to be "Saved?"*

- Confess that you are a sinner and repent for your sins (Romans 10:9)
- In sincerity, ask God for his forgiveness ( 1 John 1:9)
- Believe by faith that Jesus died on the cross for the redemption of your sins (Romans 5:8, John 6:40)
- Invite Jesus into your heart and by faith accept him as your personal Savior (Revelation 3:20)
- Make a complete turn in your life. Forsake your sins (John 5:14)

## Our Beliefs – The Holy Spirit

We believe the Holy Spirit (Holy Ghost) to be the third person of the Holy Trinity, preceded by the Father and the Son. Within the Trinity we believe each is of the same substance, equal in Power and Glory, deserving of worship and obedience. The Holy Spirit is a gift bestowed upon the believer for the purpose of equipping and empowering the believer for effective witness in the world. The Holy Spirit was given to the believer to convict, guide, comfort, grieve, speak and intercede. (John 16:13; Acts 1:8, 8:39).

The experience of the Holy Spirit will come upon us when we rest upon divine facts (the Word of God). Of course, you must first be saved – born of the Spirit. The Spirit of God regenerates you the moment you accept Christ. You must be saved before you can receive the Holy Spirit. The Word is clear on receiving the Holy Spirit.

Here are some steps that are usually involved in the process. (The word “usually” is used because some have received the Spirit at the same time as salvation because of their receptivity to the working of the Spirit).

- Matthew 3:11 – Realize that Jesus is the One who baptizes.
  
- Luke 24:49 – The Word is definite about the baptism (it’s a promise).
  
- Luke 11:13 – “Ask, do not beg” This is the dispensation of the Spirit. He is already resident in the earth.
  
- Galatians 3:2, 14 – Learn how to be open and sensitive to the Spirit. He is received (Welcomed) by faith not by vain repetitions.
  
- Be in an attitude of praise and thanksgiving for the many blessings of God.

Acts 8:14-20; 9:17; Matthew 5:6 – Don’t give up if you don’t actually fully receive and speak in tongues upon the first request. You may pray with others to receive the Holy Spirit’s power. Our Altar/Prayer workers are specially trained to minister the Holy Spirit.

## Our Beliefs – Fasting

Fasting is the laying aside of food (generally, but the concept can be applied to other areas) for a period of time when the believer is seeking to know God in a deeper experience. The Bible describes three main forms of fasting.

- The *normal fast* involves the total abstinence of food. Luke 4:2 reveals that Jesus “ate nothing”; afterwards “He was hungry.” Jesus abstained from food but not from water.
- In Acts 9:9 we read of an *absolute fast* where for three days Paul “did not eat or drink” (NKJV). The abstinence from both food and water seems to have lasted no more than three days (Ezra 10:6; Esther 4:16).

The partial fast in Dan. 10:3 emphasizes the restriction of diet rather than complete abstinence. The context implies that there were physical benefits resulting from this partial fast. However, this verse indicates that there was a revelation given to Daniel as a result of this time of fasting

## Our Beliefs – Tithing & Offering

God has given us, in His Word, the basic principles of stewardship and giving. The God we serve is a giving God. He gives life, health and strength. He even gives eternal life through His Son, Jesus Christ; Jesus Christ gave His life. God has given us His Spirit and the Spirit has given us freedom. Our God shows us, by example that people must also give. If we truly give ourselves first to God, then all other giving – monetary, time and talents – will be natural and free of compulsion. If we grasp to keep it, we will lose it. If we seek to give it, we will receive it – and more – back to ourselves.

### ***I. Tithes: The Basic Principle***

The tithe is the tenth (10%) of the increase of material blessings (monetary and other) that God has enabled you to receive. Many also speak of a tithing of time, talents, etc., and this is also honored by God. Proverbs 3:9-10

### ***II. Additional Scripture References on giving***

- Malachi 3:8 – 10  
*“Will a man rob God? Yet you have robbed Me! But you say, ‘In what way have we robbed You?’ In tithes and offerings. <sup>9</sup>You are cursed with a curse, For you have robbed Me, Even this whole nation. <sup>10</sup>Bring all the tithes into the storehouse, That there may be food in My house, And try Me now in this,” Says the Lord of hosts, “If I will not open for you the windows of heaven And pour out for you such blessing That there will not be room enough to receive it.*
- Luke: 6:38  
*Give, and it will be given to you: good measure, pressed down, shaken together, and running over will be put into your bosom. For with the same measure that you use, it will be measured back to you.”*
- II Corinthians 8:2- 5  
*<sup>2</sup>that in a great trial of affliction the abundance of their joy and their deep poverty abounded in the riches of their liberality. <sup>3</sup>For I bear witness that according to their ability, yes, and beyond their ability, they were freely willing, <sup>4</sup>imploping us with much urgency that we would receive the gift and the fellowship of the ministering to the saints. <sup>5</sup>And not only as we had hoped, but they first gave themselves to the Lord, and then to us by the will of God.*

**III. *The tithe should go where?***

Tithing should go to the local church. The local church is the primary place of your fellowship and growth in Christ. It is also the primary place of your local spiritual family of believers. The ministries of the local church can only continue with the support of God's people. God's work is not primarily funded by bank loans and large gifts; it is supported by the tithing members of the local church who give to the work of the Lord.

**IV. *Special offering(s) should go where?***

- To whomever or whatever the Lord leads you. Be led by the Spirit in all that you do. (Romans 8:14)
- For any special giving occasions. (II Corinthians Chapters 8-9)
- To ministries and teachers of the Word who minister to you. (Galatians 6:6-7)

# Volunteering at MCCC

---

## Member Expectations

- Every member is expected to be faithful to all services. When unable to attend service or in case of a crisis, a member is expected to notify a leader or the church administrative office so he/she may receive proper care.
- Every member is expected to be a tither.
- Every member is expected to use his/her gifts/God-given abilities in some area of ministry.
- Every member is expected to work diligently to help with the programs/etc. designed to fulfill the vision (spiritual, financial) of the ministry.
- Every member is expected to cooperate with the Pastor and the subordinate leaders designated by the Pastor.
- All members are expected to represent a Christian spirit at all times in behavior, attitude and relationships.

## Servant Leadership

<sup>35</sup> And He sat down, called the twelve, and said to them, “If anyone desires to be first, he shall be last of all and servant of all.”

**Mark 9:35 (NKJV)**

At Mount Calvary Christian Center we believe that a Leader is a representative of Jesus Christ. Because of that, our lives, both in and out of the physical sanctuary, must be a testament to the beliefs we uphold. Our standards of living must be without compromise, different than that of the unbeliever, enabling effective and productive ministry (with or without) service.

As leaders in Ministry we consider ourselves not just Leaders but Servant Leaders. Our belief is that, in order to lead you must first have the heart of a servant. Through this philosophy of Leadership, the focus is on serving the needs of the members and the church rather than on just providing direction.

As Servant Leaders we must consider ourselves Armor Bearers of the Vision of Mount Calvary Christian Center. Each leader must hold himself or herself responsible for the execution of the directives of the Senior Shepherds of this ministry, Pastor and Lady Laura Witherspoon. It is our responsibility to see that the vision of the ministry is completed with efficiency and effectiveness.

## Leadership Criteria

- Must complete New Member's Class before becoming involved in ministry.
- Must have a deep love for God, high spiritual standards and the ability to see in a spiritual world.
- Attendance and faithful commitment to Mount Calvary.
- Faithfulness and commitment over small things.
- Be assertive, have a positive attitude and be motivated.
- Must be a servant (first).
- Must work with the Pastor's vision and be in agreement with it! Eph. 4:16.
- Willingness to change and not be a "know it all."
- Neat appearance.
- Planner - believe in church growth.
- Willingness to be confronted, corrected, and rebuked, etc.
- Willingness to take direction and maintain a positive attitude.
- Willingness to be trained continually. A growing church is a prepared church. To have outside growth we must have inside growth.
- Must think BIG - Matthew 12:35.
- Willingness to be taught.
- Set good examples (timely and active in church service; remain until service is complete; friendly, disciplined, prayerful and have control of your life).
- Ability to attract people.
- Ability to motivate and encourage people.
- You must be living a lifestyle that is consistent with Christian principles, the vision of this church, and the guidelines that govern the leadership (i.e. you cannot participate in any of the ministries if you do not have victory with manifestation over smoking, drinking, drugs and/or illegitimate sexual habits).
- You must be willing to support the ministry, both prayerfully and financially.

## Mount Calvary Christian Center Ministries

### ❖ Administration

- ❖ Church Administration
- ❖ Marketing & Communication
- ❖ HR
- ❖ Finance
- ❖ Facilities

### ❖ Altar/Prayer Ministry

### ❖ Education

- ❖ Kidz 4 Christ
- ❖ Sunday School
- ❖ Bible Study
- ❖ Genesis Generation
- ❖ Vacation Bible School
- ❖ Tutoring Ministry

### ❖ Evangelism

- ❖ Homeless Ministry
- ❖ Rapha (Hospital) Ministry
- ❖ Prison/Jail Ministry
- ❖ Street Ministry

### ❖ Fellowship Ministries (Servant Leader: Laura Witherspoon)

- ❖ Women's Fellowship
- ❖ Senior Mother's Ministry
- ❖ Young Adult Fellowship
- ❖ Men's Fellowship
- ❖ Huper Youth Ministry
- ❖ Single's Fellowship
- ❖ PRETTEE Girls Club

### ❖ IT

### ❖ Ministerial Ministries

### ❖ Music and Worship Arts

- ❖ Sanctuary Choir
- ❖ Sound & Band Ministry
- ❖ Praise Team
- ❖ Praise Dancers
- ❖ Specialty Choirs
- ❖ Visual Worship

### ❖ Support Services

- ❖ Hospitality Ministry
- ❖ Door Greeters Ministry
- ❖ Membership Services
- ❖ Ushers
- ❖ Logos Ministry
- ❖ Special Events
- ❖ Security Ministry
- ❖ Bereavement

## Church Administration

For the administration of this service not only supplies the needs of the saints, but also is abounding through many thanksgivings to God,

**2 Corinthians 9:12 (NKJV)**

The purpose of Church Administration is to support all ministries and the overall operation of the Church, facilities and staff. It is through God fearing Pastoral leadership and vision that the Church Administration team ensures the effective running and cohesiveness of the church.

### Sub-Departments within the Church Administration Ministry:

**CHURCH ADMINISTRATION:** Ministers to the congregation and staff through operational administration (program planning and execution, property and asset management) and staff oversight.

**FINANCE MINISTRY:** Ministers through responsibility for financial stewardship (management, accounting and record keeping).

**FACILITIES MINISTRY:** Ministers through the maintenance and enhancement of the buildings and church equipment (furnishing, fixtures, etc.).

**MARKETING AND COMMUNICATION:** Ministers to the people and the community through consistent, accurate communication via Website, Digital Newsletters and Social Network.

**HUMAN RESOURCES:** Provides HR support to employees and volunteers of the Ministry.

### Ministry Opportunities

The Church Administration Ministry is comprised of, but not limited to the following ministry opportunities:

- **Church Administration** – Church Administrator, Administration Assistant
- **Finance Ministry** – Finance Director, Admin Asst., counters, AR & AP staff, Bookkeeper.
- **Facilities Ministry** - Facilities Manager, administrative assistant, janitorial, General Handyman,
- **Marketing and Communication** - Graphics technician, Marketing Manager, Communications Manager, Social Network Manager
- **Human Resources** - HR manager

### Qualifications

The Department Head, Sub-Department Head, and Leaders of the Church Administration Ministry must live a lifestyle, which demonstrates the leadership standards and criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

## Altar/Prayer Ministry

Praying always with all prayer and supplication in the Spirit, being watchful to this end with all perseverance and supplication for all the saints

**Ephesians 6:18 (NKJV)**

The purpose of the Altar/Prayer Ministry is to support, affirm and establish the born-again believer in their decision for Christ according to biblical doctrine which magnifies God so that they may come to the intimate knowledge of Who God is and fully under their salvation through Jesus Christ. The purpose is also to teach Christians how to apply biblical principles to their daily lives, enabling them to live victoriously. It is the mission of the Ministry of Altar/Prayer Ministry to direct, develop, manage and support the prayer needs for the entire ministry; to provide the church community with the highest level of service and support.

### Sub-Departments within the Altar/Prayer Ministry:

**INTERCESSORY PRAYER:** Minister to the prayer needs of the church and implement congregational prayer involvement.

**ADMINISTRATION/EDUCATION:** Available to counsel, provide source materials, speakers and seminars to the Prayer leaders and staff.

**PRAYER CRUSADES:** Organize, encourage, persevere, and give leadership in prayer activities to create a culture of spirit led prayer at Mount Calvary.

**RESOURCE MATERIALS/PRODUCT/LIBRARY:** Responsible for creation, acquisition, and distribution of materials and resources that support or enable the effectiveness of prayer in the ministry and the lives of the congregants.

### Ministry Opportunities

The Altar/Prayer Ministry is comprised of, but not limited to the following ministry opportunities:

- **Intercessory Prayer** – Director, Ministers, Missionaries, Deacons, Deaconesses, appointed Prayer Warriors
- **Administration/Education** – administrative assistant
- **Prayer Crusades** - Event planner
- **Resource Materials/Products/Library** - Administration, Editors, writers

### Qualifications

The Department Head, Sub-Department Head, and Leaders of the Altar/Prayer Ministry must live a lifestyle, which demonstrates the leadership standards and criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

## Education

Be diligent to present yourself approved to God, a worker who does not need to be ashamed, rightly dividing the word of truth.

**2 Timothy 2:15 (NKJV)**

The purpose of the Education Ministry is to educate individuals on the biblical doctrine which magnifies God so that they may come to the knowledge of who God is and salvation through Jesus Christ. The purpose is also to teach Christians how to apply biblical principles to their daily lives, enabling them to live victoriously.

### **Sub-Departments within the Education Ministry:**

**BIBLE STUDY** Biblical training delivered in both traditional and non-traditional formats, normally done on Wednesday night. .

**TUTORING (EDUCATIONAL) MINISTRY:** Tutoring is a non-church educational ministry, helping children and adults with school work from grades 1 and up.

**KIDZ 4 CHRIST:** Kidz 4 Christ is Mount Calvary's Children's Church Ministry. It is for children ages 4 to 12. It is operated on Sundays during the 11am Church Service and gives the children a chance to have praise service and get a word from God as well as a snack and play time.

**MENTORSHIP MINISTRY (Under Construction)**

**SUNDAY CHURCH SCHOOL MINISTRY:** Sunday School has many different classes for all ages covering a myriad of topics. Topics are from the traditional Church of God in Christ lesson plan as well as more unconventional topics are available.

## Education (continued)

### Ministry Opportunities

The Education Ministry is comprised of, but not limited to the following ministry opportunities:

- **Bible Study** - teachers, secretaries, treasurers
- **Kidz 4 Christ** - teachers, food prep, Children's Church support volunteers
- **Sunday School Department** - teachers, secretaries, treasurers, event coordinators and staff
- **Ministry Classes** - teachers, secretaries, treasurers, event coordinators and staff
- **Vacation Bible School** - teachers, staff, secretaries, event coordinators, marketing, and staff
- **Small Groups Ministry** - teachers, secretaries, treasurers, event coordinators and staff
- **Tutoring Ministry** - tutors, staff
- **Education administrative opportunities** -
  - Mentorship Ministry; home volunteers
  - Content Development
  - Logistics Work; coordinator
  - Course Syllabus – Master Calendar; coordinator
  - Schedule; coordinator
  - Curriculum Development: Coordinator

### Qualifications

The Department Head, Sub-Department Head, and Leaders of the Education Ministry must live a lifestyle, which demonstrates the leadership standards and criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

## Evangelism

And He said to them, "Go into all the world and preach the gospel to every creature.

**Mark 16:15 (NKJV)**

The purpose of evangelism is to fulfill the great commission given by Jesus to go preach the Gospel to every creature (Mark 16:15). Our purpose is to go and share the good news of Jesus Christ with those of every walk of life who do not know Jesus Christ and Lord as Lord and Savior.

Our goal is to use innovative ways to make the entire community we serve receive the Gospel. This task is to be accomplished with street evangelism, going door-to-door, through mail, word of mouth, going into the prison, hospitals and convalescent homes etc.

The mission of the Evangelism Ministry is enabled through ministering in the following areas:

- Street Evangelism
- Jail and Prison Evangelism
- Hospital and Convalescent Care
- Volunteer Services
- Tract Ministry
- Homeless Ministry

### Sub-Departments within the Evangelism Ministry:

**HOMELESS MINISTRY:** Ministers, feeds, and clothes the homeless men, women, and children of this community and others..

**HOSPITAL AND CONVALESCENT CARE (RAPHA) MINISTRY:** Ministers to the emotional and spiritual needs of the sick and shut-in. Ministry includes visitation with those confined to home, elderly housing facilities, or hospitals.

**JAIL AND PRISON MINISTRY:** Ministers and visits the prisons and jails, in person via phone, and mail, etc.

**STREET EVANGELISM MINISTRY:** Ministers to the people of the community at large through evangelism.

### Ministry Opportunities

The Evangelism Ministry is comprised of, but not limited to the following ministry opportunities:

- **Homeless Ministry** - cooks, servers, transportation, janitorial, and staff
- **Rapha (Hospital and Convalescent Care Ministry)** - administrative assistant, and staff
- **Jail and Prison Ministry** - administrative assistant, ministers, and staff
- **Street Evangelism Ministry** - administrative assistant, ministers, and staff

## **Qualifications**

The Department Head, Sub-Department Head, and Leaders of the Evangelism Ministry must live a lifestyle, which demonstrates the leadership standards and criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

## Fellowship Ministry

Behold, how good and how pleasant it is for brethren to dwell together in unity!

**Psalms 133:1 (NKJV)**

The purpose of Fellowship Ministries is to minister to the members of Mount Calvary as individuals at their place of need based on natural groupings of age, gender and marital status. The goal of Fellowship Ministries is to meet the social, spiritual and emotional needs through programs, classes and activities that are designed specifically for the needs of the group.

### Sub-Departments within Fellowship Ministries:

**WOMEN'S MINISTRY:** The purpose of the women's ministry is to meet the needs of women of all ages through spiritual and natural means. Also to serve as a support group encouraging women to be all God created them to be. All female members are automatically considered members of this ministry.

**MEN'S MINISTRY:** The purpose of the Men's Fellowship is to teach men who God said they are; to build a sense of identity, self-worth and self-esteem; to teach men to take their rightful position in the body of Christ; and to teach them how to be men of vision and purpose.

**SINGLES MINISTRY:** The vision for this ministry is to have contact with single people over 35, who are single (either by divorce, separation, widow/widower or never been married) to see themselves as victorious people God has called them to be.

**SENIOR MOTHER'S MINISTRY:** The purpose of the Senior Mother's ministry is to provide a support ministry for women 65 years and older that honor their gift of presence and experience.

**HUPER YOUTH MINISTRY:** The purpose of the Huper Youth Ministry is to introduce our teenagers (ages 13 to 18) to Jesus Christ and educate them on how to apply the principles of the bible in their everyday lives through bible study, activities and events.

**YOUNG ADULT MINISTRY:** The Young Adult Ministry focuses on persons in the 19 - 35 age range, particularly college students, and single young adults. The purpose of this ministry is to provide friendship, companionship and spiritual growth through activities, education and biblical study.

**COUPLES FELLOWSHIP:** The purpose for this ministry is to develop supportive fellowship among the couples through such means as special interests, special outings, and general fellowship.

## Fellowship Ministry (continued)

**PRETTEE GIRLS CLUB:** Princess Reflecting Excellence Through Training Education and Empowerment. The purpose of this ministry is to meet the needs of young girls as they transition into young ladies through education, mentoring and acknowledgement of their value and abilities.

**P.U.S.H.:** Preparing Until Something Happens is a cell group designed to challenge young adult women to discover for themselves exactly what it is that God is calling them to do through personal development, leadership development and exposure of their personal gifts.

### Ministry Opportunities

Fellowship Ministries is comprised of, but not limited to the following ministry opportunities:

- **Women's Ministry** – Director, Administrative Assistant, Coordinator
- **Men's Ministry** – Sub Department Head, Coordinator
- **Singles Ministry** – Sub Department Head, Coordinator
- **Senior Mother's Ministry** - Coordinator, Helpers
- **Huper Youth Ministry** - Sub- Department Head, Administrative Assistant, Teachers, Event Coordinator
- **Young Adult Ministry** - Administrative Assistant, Event Coordinators
- **Couples Fellowship** - Sub Department Head, Event Coordinator
- **PRETTEE Girls** - Sub Department Head, Coordinator, Event Coordinators

### Qualifications

The Department Head, Sub-Department Head, and Leaders of Fellowship Ministries must live a lifestyle, which demonstrates the leadership standards and criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

## Information Technology

And I have filled him with the Spirit of God, in wisdom, in understanding, in knowledge, and in all manner of workmanship,

**Exodus 31:3 (NKJV)**

The purpose of the Information Technology Ministry is to support the God-given vision of the Pastor for MCCC. It is the mission of the Ministry of Information Technology to direct, develop, manage and support the computer and information systems and infrastructure needs for the entire ministry; to provide the user community with the highest level of service and support.

### Sub-Departments within the IT Ministry:

**WEB MINISTRY:** Support and maintain the church websites, including periodic site reviews and general web master support.

**NETWORK & INFRASTRUCTURE MINISTRY:** Support all equipment acquisition, and maintenance of technology equipment, in addition to managing all outside vendor contracts with technology support, etc.

**SOFTWARE AND INFORMATION SYSTEMS MINISTRY:** Provide for the acquisition and updates of all computer and technology based software to maintain or improve the execution of ministry programs and services.

**DESKTOP SERVICES:** Provide computer support to the staff and volunteers for Mount Calvary equipment to include password resets and software questions.

### Ministry Opportunities

The IT Ministry is comprised of, but not limited to the following ministry opportunities:

- **Web Ministry** – Web Master, Content Manager
- **Network & Infrastructure** – Network Technician
- **Software and Information systems Ministry** - Computer Services technician
- **Desktop Services** - Desktop Services technician(s)

### Qualifications

The Department Head, Sub-Department Head, and Leaders of the Information Technology Ministry must live a lifestyle, which demonstrates the leadership standards and criteria, and meet the specific requirements for that position (please refer to page 13 - 15).

## Ministerial Ministries

Now then, we are ambassadors for Christ, as though God were pleading through us: we implore you on Christ's behalf, be reconciled to God.

**2 Corinthians 5:21 (NKJV)**

The role of the Ministerial staff is to administer their particular gifts to the body and implement the vision of the church into the lives of the people. The role of the Ministerial staff includes assisting the Senior Pastor in leading the congregation in worship services and assisting in guiding the body in the spiritual soundness of the church.

### Sub-Departments within the Ministerial Staff:

**ELDERS (ORDAINED BY THE JURISDICTIONAL BISHOP):** The Elders assist the Pastor in leading the congregation in worship services and the administration of the ordinances of Baptism and Holy Communion. Elders perform marriages, conduct funerals, visit the sick, and counsel members of the congregation who seek guidance in the absence of the Pastor and under his direction only.

**MINISTERS (APPOINTED BY THE SENIOR PASTOR):** Ministers assist the Pastor and Elders in the spiritual and temporal affairs of the local church. They are available to minister on the altar and effectively minister the Word of God.

**MISSIONARIES (LICENSED BY THE JURISDICTIONAL SUPERVISOR):** Missionaries assist the Pastor and Elders in the spiritual and temporal affairs of the local church. They are available to minister on the altar and effectively minister the Word of God.

**DEACONS & DEACONESS (APPOINTED BY THE SENIOR PASTOR):** Assist in the preparation and presentation of the ordinances. Deacons serve in many other capacities under the direction of the Senior Pastor.

### Qualifications

The Ministerial Staff must live a lifestyle, which demonstrates the leadership standards and criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

## Music and Worship Arts

All the earth shall worship You and sing praises to You; They shall sing praises to Your name.” Selah

**Psalms 66:4 (NKJV)**

The goal of the music ministry is to offer praise, thanksgiving and adoration to God through song and music. The purpose of the ministry of music is to lead during service in glorifying God and to bring the people of God into His presence through Holy Praise. The music ministry is to use music and song to bring the revelation of healing, restoration and freedom through Jesus Christ.

### **Sub-Departments within the Music & Worship Arts Ministry:**

**SANCTUARY CHOIR:** The MCCC Sanctuary choir is the primary music ministers at Mount Calvary Christian Center. This choir ministers most Sundays and often travels with the Pastor.

**PRAISE TEAM:** The MCCC Praise team is responsible for leading the members and visitors into participative worship during Sunday services.

**YOUTH CHOIR:** The Youth Choir is designed for our youth ages 11 – 17.

**ANGEL CHOIR:** The Angel Choir is designed for our youth ages 3 – 10.

**WOMEN’S CHOIR:** The MCCC Women’s Choir is responsible for the ministry of music every 5<sup>th</sup> Sunday on Women’s day. This choir requests all Women, even those who do not sing in the Sanctuary choir to participate.

**RHEMA PRAISE:** Rhema Praise is a worship group who were gathered together for special services at the direction of the Pastor and First Lady.

**DRAMA MINISTRY:** The purpose of the Drama Ministry is to be an anointed ministry and lift up Jesus Christ through theatrical and spoken word.

**PRAISE DANCE MINISTRY:** The purpose of the Praise Dance Ministry is to lead the members and visitors into worship through Liturgical dance and flags.

**BAND & SOUND MINISTRY:** The purpose of the Band and Sound Ministry is to provide instrument(s), sound management, and magnification during worship to enhance the worship experience.

**VISUAL WORSHIP MINISTRY:** The purpose of the Visual Worship Ministry is to provide visual aids or tools during service. This ministry utilizes the projection system and software to project lyrics and scriptures for the edification of the worshippers.

## Music and Worship Arts (continued)

### Ministry Opportunities

The Music & Worship Arts Ministry is comprised of, but not limited to the following ministry opportunities:

- **Sanctuary Choir** – Choir Director, singers
- **Praise Team** – Praise & Worship leaders, singers (by audition)
- **Youth Choir** – Choir Director, Singers ages 11 - 17
- **Angel Choir** – Choir Director, Singers ages 3 - 10
- **Women's Choir** - Choir Director, singers (women all ages and singing ability)
- **Rhema Praise** – Singers (Members are appointed)
- **Drama Ministry** – Drama Director, actors
- **Praise Dance Ministry** - Praise Dance Leader, Praise dancers
- **Band & Sound Ministry** - Musicians (keyboardist, drummers, etc.), Sound technicians
- **Visual Worship** - Technician (training required)

### Qualifications

Must live a lifestyle that demonstrates the leadership standard and criteria, and meet the specific requirements (please refer to page 15 - 17). Must be a skilled musician and must listen primarily to gospel music.

## Support Services

And God has appointed these in the church: first apostles, second prophets, third teachers, after that miracles, then gifts of healings, helps, administrations, varieties of tongues.

### 1 Corinthians 12:28 (NKJV)

The purpose of the Support Services Ministry is to provide operational and ministry service support to the church and all church members. This ministry is responsible for providing daily support to the members through administration, fellowship and the execution of the ministry of helps. Additionally this ministry is responsible for making sure that no visitor or member needs go unattended. Therefore, the ultimate goal of this ministry is to provide adequate assistance and support to each and every member and visitor of the church.

### Sub-Departments within the Support Services Ministry:

**DOOR GREETERS MINISTRY:** Door Greeters seek to provide a welcoming environment to members and visitors as they enter the building as well as provide visitors with welcoming materials during service.

**HOSPITALITY SERVICES MINISTRY:** Hospitality provides guest support and food service to the church departments in a variety of ways as needed.

**LOGOS (CD AND BOOKSTORE) MINISTRY:** Logos is the church store providing sermon cd's after each service, books, and other Christian materials to the members of the church and community.

**MEMBERSHIP SERVICES:** Membership Services is responsible for the intake of new members, follow-up of members and visitors, and support and maintenance of the membership database. In addition, Membership Services facilitates the training and onboarding of new members into active fellowship in the body.

**SECURITY MINISTRY:** The Security ministry is responsible for opening and closing of the church facility as well as insuring the safety of members and visitors entering the facility and while in services.

**SPECIAL EVENTS MINISTRY:** The purpose of the Special Events ministry is to provide opportunities and events to build and encourage fellowship and relationships, amongst the members of the church and community.

**USHERS MINISTRY:** The purpose of the Usher Ministry is to provide seating and general congregational support before, during and after the service.

## Support Services (continued)

### Ministry Opportunities

The Support Services Ministry is comprised of, but not limited to the following ministry opportunities:

- **Bereavement** - counselors, staff
- **Door Greeters** - Greeters, staff
- **Hospitality** - cooks, servers, hosts/hostesses, staff
- **LOGOS** - cashiers, sales persons, inventory management, administration, marketing, staff
- **Membership Ministry** - secretary, administrative assistant, data base assistant, phone persons, events coordinator, greeters, staff
- **Security Ministry** - event coordinator, security, parking lot attendant, grounds keeper, staff
- **Special Events** - event coordinators, marketing, staff

### Qualifications

The Department Head, Sub-Department Head, and Leaders of the Support Services Ministry must live a lifestyle, which demonstrates the leadership standards, criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

## Pastoral Ministries

And I told them of the hand of my God which had been good upon me, and also of the king's words that he had spoken to me. So they said, "Let us rise up and build." Then they set their hands to this good work.

**Nehemiah 2:17 (NKJV)**

The role of the Pastoral Ministries staff is to minister to the direct requests and needs of the Pastor and First Lady. This ministry is under the direct instruction of the Pastor's office and provides services based on the current needs.

### **Sub-Departments within the Pastoral Ministries Staff:**

**PASTORS'S AIDE:** Anticipates the ministry and personal needs of the Senior Pastor and fulfills those needs.

**PASTORAL ADJUTANTS:** Bears arms for the Senior Pastor; seeing to his needs during service locally and abroad.

**ADJUTANT TO THE FIRST LADY:** Bears arms for the First Lady; seeing to her needs during service locally and abroad.

**EXECUTIVE ASSISTANT TO THE PASTOR:** Sees to the daily ministry function of the Pastor during non-service times.

### **Qualifications**

The Pastoral Ministries Staff must live a lifestyle, which demonstrates the leadership standards, criteria, and meet the specific requirements for that position (please refer to page 15 - 17).

(Leave blank)

# General Information

---

## How to find out what's going on?

There are various sources of information:

- **Website** - [www.MountCalvaryCC.com](http://www.MountCalvaryCC.com)
- **Internal Member Only Site** - [www.Mountcalvarycc.ccbchurch.com](http://www.Mountcalvarycc.ccbchurch.com) or via website
- **Facebook** - [www.Facebook.com/MountCalvaryCC](http://www.Facebook.com/MountCalvaryCC)
- **Electronic Newsletter** - Contact [communications@mountcalvarycc.com](mailto:communications@mountcalvarycc.com) to subscribe
- **Church Office** - Contact us at **206.860.6880**

## How to get in contact with someone at the church?

- You may contact members directly when you log in on the internal member site (see above)
- Contact information for church leaders can be found at [www.MountCalvaryCC.com](http://www.MountCalvaryCC.com)
- Contact the church office at **206.860.6880** to leave a message

## How to request the use of the facilities (Weddings, Funerals, etc.)?

Submit a Facilities use request via [www.MountCalvaryCC.com](http://www.MountCalvaryCC.com) select Media, Resources







For more information please contact the offices of Mount Calvary Christian Center at:

**Mount Calvary Christian Center, COGIC**

1412 23<sup>rd</sup> Ave  
Seattle, WA 98042  
(206) 860-6880

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

Edited December 3, 2015