

**Contact Person:**      **Name:**      **Robert Ernsting**  
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<b>Ministry Opportunity Facilities &amp; Technical</b>	<b>Brief Description</b>	<b>Key Questions (Level of Commitment)</b>
Building and Properties Team	Coordinates maintenance and improvement of facilities in partnership with the staff overseeing the building upkeep.	Do you have an eye for the physical building and desire to keep it in excellent shape? Are you able to motivate people to help with projects and not afraid to take on challenging tasks?
Landscaping/clean up	Adopt an area and keep weeds pulled, plants trimmed, etc.	Do you have a desire to see the exterior look sharp and make a positive first impression?
Building Maintenance	As needed to help with general maintenance/fix, paint and repair items.	Are you able to solve problems, troubleshoot mechanical items and like to fix things or paint?
Building Lock-Up Team	Sunday morning after worship services and every night the building must be checked for lights off, doors closed and outside doors locked.	Are you a person who enjoys working alone, having responsibility for a specific task? Are you available late in the evenings?
Security	Help to oversee security needs throughout facilities and work with persons on the Emergency Response Team.	Are you responsible, dependable and calm under pressure? Do you see the big picture of providing a secure and safe place to worship?
Bus Drivers	Drive the church bus for church activities on an as needed basis. Must have Commercial Driver's license (CDL).	Are you a safe and courteous driver? Can you be available sometimes on a week's notice? Are you available for an evening, daytime or sometimes several days?
Vehicle Upkeep	Conduct regular routine checks of the church bus for maintenance and upkeep.	Are you familiar with the mechanics of vehicles and can recognize potential problems before they arise?
Web Site Development	Assist with the development and maintenance of pages within our Web site as necessary. Internet access and general computer skills required. Development time required as needed to maintain and update the existing Web site.	Do you have the technical aptitude to create a web page? Would you like to learn more about Web page development? Are you self-motivated and able to work towards a completed project one piece at a time?
Web Site Graphic Designer	Create graphics for the church Web site in conjunction with new and updated content creation. Needs to possess an understanding of Web graphics, limitations, and requirements. Photo manipulation, new graphic creation, and Flash animation may all be used in keeping the Web site looking fresh and professional. Internet access and general computer skills required.	Are you a visually creative person? Are you able to use current graphic design software, such as Photoshop and Illustrator? (Occasional updates will require 2-4 hours of time as needed. Schedule can be adjusted.)
Church Photographer	Create a visual depiction of the people and events of the church for use in marketing materials.	Do you think and communicate creatively? Are you able to take clear pictures that communicate enthusiasm and tell a story? Are you a visual thinker?
Media Liaison	Manage relations with local media for purposes of promotion of life change and opportunities. Involves no more than 1-2 hours per month, typically as needed.	Are you comfortable communicating through email and phone? Do you believe that exciting things are happening at NRBC and desire to communicate those with the community?
C D Ministry	Duplicate CDs of Sunday Worship services and other special services as requested. Approximately 1 hour a week.	Are you familiar with CD copying machines? Do you like to work, unnoticed, providing a way for homebound and absentees to hear God's word?