



church at  
**viera**

**SERVE CATALOG**

The purpose of this catalog is to give you an idea of the types of volunteer opportunities that are available at Church at Viera. We want you to see that there are many kinds of roles needed within each ministry area. Once you indicate interest in serving in a particular ministry area, we will follow up with you and take you through a process of getting you plugged into the right role that fits your skills and talents.

# AREAS TO SERVE

Groups

Local Impact

Global Impact

CAV Students

cavKIDZ

Worship Arts

Support Teams



# GROUPS

## COMMUNITY GROUPS

Groups of individuals, couples, and families who gather in homes throughout Brevard County.  
These groups meet weekly or bi-monthly.

**Position: Group Coordinator/Coach**

**Position Requirement:** Active member of CAV, leadership training and interview, be a leader of a group, be called to lead leaders of groups, be recommended and approved by a CAV pastor.

**Frequency:** As needed, on call, special training events

**Position Description:** Coach groups of leaders within the groups ministry, be on call for advice for group leaders, help to conduct group leader training.

**Position: Small Group Leader**

**Position Requirement:** Active member of CAV, leadership training and interview, be a participant in a group, love Jesus, love God's Word, love people, be called to lead groups, be recommended by a group leader and approved by a CAV pastor.

**Frequency:** 1-4 times per month

**Position Description:** Be committed to the purpose of *connecting* everyone into authentic relationships, promoting life *change* as we become more Christ-like, and *cultivating* an attitude of giving in hopes of connecting the disconnected.

**Position: Host Home**

**Position Requirement:** Be a participant in a group

**Frequency:** 1-4 times per month

**Position Description:** Be a participant in a group, be willing to open your home up for small group to take place there regularly.

# GROUPS

## CONNECT GROUPS

Groups of like-minded individuals with various interests and affinities that primarily meet on the CAV campus on a semester schedule.

**Position: Worship Leader**

**Position Requirement:** Vocal and/or instrumental proficiency in a modern worship style

**Frequency:** 1-4 times per month

**Position Description:** Lead worship for various connect groups on CAV campus, such as Women's groups.

**Position: Small Group/Bible Study Leader**

**Position Requirement:** Active member of CAV, leadership training and interview, be a participant in a group, love Jesus, love God's Word, love people, be called to lead groups, be recommended by a group leader and approved by a CAV pastor.

**Frequency:** 1-4 times per month

**Position Description:** Be committed to the purpose of *connecting* everyone into authentic relationships, promoting life *change* as we become more Christ-like, and *cultivating* an attitude of giving in hopes of connecting the disconnected.

**Position: Hospitality Team Member**

**Position Requirement:** Love people and be committed to serving others

**Frequency:** 1-4 times per month

**Position Description:** Be committed to a team that is focused on connecting and serving others within the ministry by greeting, serving food, decorating, and cleaning up.

**Position: Tech Team Member**

**Position Requirement:** Some understanding of various types of technology

**Frequency:** 1-4 times per month

**Position Description:** Serve on a tech team to support worship and special events for connect groups. This may include, but not limited to, running sound, using the computer, & hardwiring.

# GROUPS

## CARE AND RECOVERY GROUPS

Groups that gather on the CAV Campus and are designed to specifically assist and care for individuals with various life struggles.

**Position:** Group Leader

**Position Requirement:** Active member of CAV, leadership training and interview, be a participant in a group, love Jesus, love God's Word, love people, be called to lead groups, be recommended by a group leader and approved by a CAV pastor, be trained in the particular genre of Care and Recovery being facilitated.

**Frequency:** 1-4 times per month

**Position Description:** Provide a safe environment for those in need of care or recovery where they can share, heal, grow and connect with others. Facilitate studies of God's Word specific to the type of care or recovery needed.

# LOCAL !MPACT

## **Position: Endeavour Elementary**

**Position Requirement:** Background check through Brevard Public Schools and badge, enjoy working directly with children

**Frequency:** 1-3 hours weekly, twice a month, or once a month (Mon., Tues., Thurs., Fri. 3:30-5:30)

**Position Description:** Help children with homework, read to them, provide snacks and games, teach a specific skill or hobby as part of a club, bilingual classes for adults, etc.

## **Position: Brevard Rescue Mission**

**Position Requirement:** Serving single mothers and children

**Frequency:** 1-4 hours weekly or monthly | *Contact BRM directly at 321-480-9100*

**Position Description:** Brevard Rescue Mission provides shelter, education, job training, etc. for single moms with children who are homeless. Volunteers are needed for shifts at the InJoy Thrift Store (proceeds benefit BRM), donate household items to InJoy, provide a meal for the moms and kids on Tuesday nights so that they can attend necessary classes.

## **Position: His Place**

**Position Requirement:** Assisting the homeless/needy in downtown Melbourne

**Frequency:** Monthly - dinner for 100; as needed for Cold Night Shelter

**Position Description:** Different groups provide dinner at 4:00pm on the 2nd Sunday of every month for 100 homeless and needy families. His Place is also the only Cold Night Shelter in the area. Every night that the temperatures fall below 45 degrees, they are open. Volunteers are needed in 4 hour shifts to help at the shelter.

# LOCAL !MPACT

## **Position: Pregnancy Resources**

**Position Requirement:** Helping women with crisis pregnancies

**Frequency:** Weekly or monthly shift as available | *Contact PRI directly at 321-752-5540*

**Position Description:** PRI provides service, information, and Christian counseling to those with a crisis pregnancy. They need volunteers at their Baby Mark (Thrift store) where moms can spend the "baby bucks" that they earn from classes to provide needed items for their new child.

## **Position: Family Promise of Brevard**

**Position Requirement:** Assisting homeless families

**Frequency:** Weekly or monthly | *Contact them directly at 321-209-3391*

**Position Description:** Family Promise provides services for homeless families as they assist with housing and employment. They need volunteers to provide transportation, meals, share an evening with the family, etc.

## **Position: CAV CARES Teams**

**Position Requirement:** Basic skills and, in some cases, means of transportation

**Frequency:** As needed

**Position Description:** Card Team reaches out to those who are hurting or recovering with a kind word in writing. Visit Team travels to those in need of a visit and talk and pray with them. Meals Team prepares meals and delivers them to those in need. Fix It Team provides small home or auto repairs.



# GLOBAL !IMPACT

## **Position: Impact Trip Leader**

**Position Requirement:** Team leader training, previous trip member, ability to teach and lead team members in 4-6 weeks of training before the trip, managing the team members with travel, in-country logistics, and return.

**Frequency:** As desired - generally one trip per year

**Position Description:** Coordinate with onsite missionaries for project needs, supplies to be purchased before the trip or in country. Coordinate with !mpact Ministry Pastor and assistant for all expenses for projects and travel. Typical trips include light construction, painting, children's programs, meal prep, youth outreach and evangelism. *State trips:* Belle Glade, Florida. *National trips:* New Mexico. *International trips:* Haiti, Peru and Costa Rica.

## **Position: Impact Team Member**

**Position Requirement:** Full participation in the Trip Experience including before and after actual trip, ability to raise the funds needed to cover the cost of the trip.

**Frequency:** As desired

**Position Description:** Attend all training sessions. Plan to participate in all projects assigned to the trip which might include light construction, painting, children's programs, meal prep, youth outreach and evangelism. *State trips:* Belle Glade, Florida. *National state trips:* New Mexico. *International trips:* Haiti, Peru and Costa Rica.

# CAV Students

## HIGHTIDE

### **Position: Hightide Band Members**

**Position Requirement:** Musical proficiency in modern worship style in drums, bass, guitar, or keyboard, vocal proficiency in modern worship style with the ability to sing melody and harmony and blend with a vocal team, ability to spiritually and musically lead bands and congregation through meaningful times of worship.

**Frequency:** 1-3 Wednesdays per month (4:45-8:30pm)

**Position Description:** Play in the CAV Students Band in our Hightide Wednesday night services.

### **Position: Hightide Tech**

**Position Requirement:** Willingness to serve in A/V, CG on Mac computer and lighting

**Frequency:** 3 Wednesdays per month (4:45-8:30pm)

**Position Description:** Create a high energy environment for the Student Worship service through lights, sound, and computer graphics.

### **Position: Hightide Volunteer**

**Position Requirement:** Willingness to hang out with middle and high school students in a variety of different areas for our Wednesday night Hightide service

**Frequency:** 1-3 Wednesdays per month (5:45-7:15pm)

**Position Description:** Greet students upon arrival, assist with check-in, supervise outdoor activities on basketball court, back field, and loft areas, and serve pizza and concessions.

# CAV Students

## SMALL GROUP LEADERS

**Position: Middle School Group Leaders**

**Position Requirement:** Willingness to facilitate breakout questions with middle school groups

**Frequency:** Weekly on Sunday mornings for an hour

**Position Description:** Cultivate relationships with middle school students while facilitating breakout questions provided in our curriculum

**Position: High School Home Group Leader**

**Position Requirement:** Lead students in a time of fellowship, Bible study, and prayer in your home or a CAV host home

**Frequency:** Weekly

**Position Description:** Build relationships with 8-10 HS students, be in contact with those students in the small group throughout the week, and be prepared to facilitate a Bible study curriculum provided by CAV Students.

**Position: Special Event Volunteer**

**Position Requirement:** Help with special events

**Frequency:** As needed basis (approx. 6-8 times per year)

**Position Description:** Serve as a member of a team to prepare, set up, and facilitate special events within Student Ministry, for example, MuckFest, 5th Quarter, Paintball, Pinterest Girls event, etc.

# cavKIDZ

**Position: Small group Leader**

**Position Requirement:** Adult

**Frequency:** 1 Service - every other week or every week

**Position Description:** Guide children in the small group environment. Focus on greeting parents and welcoming children in the classroom, running activities, and sitting with children during large group. Leader works from curriculum, which is prepared in advance by cavKIDZ, and includes games that remind children about our lesson as well as opportunities to dive into God's Word. Will typically be part of a team consisting of multiple small group leaders and assistants.

**Position: Small Group Assistant**

**Position Requirement:** Youth

**Frequency:** 1 Service - every other week or every week

**Position Description:** Our small group assistants help support small group leaders in the small group environment. Focus on building relationships with children in the classroom, assisting the small group leaders with activities and sitting with children during large group. Activities will include games that remind children about our lesson as well as diving into God's word with the kids and discussing. Each team consists of multiple leaders and assistants.

**Position: cavBUDDY**

**Position Requirement:** Adult or Youth

**Frequency:** 1 Service - every other week or every week

**Position Description:** Have you got a heart for children with special needs? Our cavBUDDY ministry works with families of special needs children to ensure that their kids have the best worship experience possible. Whether it is sitting along-side a student during large group or working one-on-one to learn the bible story together cavBUDDIES build a special and unique relationship with their students.

# cavKIDZ

## **Position: Check-in Team**

**Position Requirement:** Adult or Youth

**Frequency:** 1 service - every other week or every week

**Position Description:** Greet families as they come to CAV each week. Issue security tags as children are checked in for small group. Welcome new families and escort them to small group classes.

## **Position: Curriculum Development Team**

**Position Requirement:** Adult or Youth

**Frequency:** Roles are M-F; weekly, every other week and once a month positions available

**Position Description:** Help develop the curriculum for our weekend ministry programs. Roles include creating or modifying content, curriculum preparation (that's a fancy way of saying cutting things out) and helping prepare our weekend ministry supplies for use in the classrooms. Full training provided, no experience necessary.

## **Position: Large Group Production Team**

**Position Requirement:** Adult or Youth

**Frequency:** 1 service - every other week or every week

**Position Description:** Whether you like to be on-stage, love running cameras or like being the person who runs the computer or sound, we've got a role for you. Our large group production team helps teach preschool or elementary kids God's truth through interactive games, puppets, skits and stories. Large Group Leaders work together using a variety of styles to help kids experience worship in a high energy and action packed environment. Must be comfortable in front of a crowd. Our large group techs oversee the production environment in one of our three large group experiences. Work with lighting, sound and computers to support our Large Group Leaders as they teach from the stage. Full training on systems is provided, no experience necessary.

# WORSHIP ARTS

## MUSICAL ARTS

**Position: Worship Leader**

**Position Requirement:** Vocal & musical proficiency in modern worship style with ability to spiritually and musically lead bands and congregation through meaningful times of worship

**Frequency:** 1-3 weekends per month, 4 services per weekend

**Position Description:** Lead worship as part of the CAV Band in our weekend services and special events throughout the year.

**Position: Instrumentalist**

**Position Requirement:** Musical proficiency in modern worship style in drums, bass, guitar, or keyboard

**Frequency:** 1-3 weekends per month, 4 services per weekend

**Position Description:** Play as part of the CAV Band in our weekend services and special events throughout the year.

**Position: Vocalist**

**Position Requirement:** Vocal proficiency in modern worship style with the ability to sing melody and harmony and blend with a vocal team

**Frequency:** 1-3 weekends per month, 4 services per weekend

**Position Description:** Sing as part of the CAV Band in our weekend services and special events throughout the year.

# WORSHIP ARTS

## VISUAL ARTS

### **Position: Design Team Member**

**Position Requirement:** Artistic proficiencies in visual arts and design with the ability to contribute to a team and lead others toward a design goal

**Frequency:** Meeting once a month and implementing design projects 6-8 times per year

**Position Description:** Serve as a member of the design team to give creative input and direction to visual aspects of CAV's interior design, worship venues, and décor for special events and holidays

### **Position: Visual Artist**

**Position Requirement:** Artistic proficiencies in painting, sketching, sculpting, or interior design (note: digital visual arts such as photography, videography, and graphic design can be found in our Communications Arts)

**Frequency:** As needed basis (approx. 6-8 times per year)

**Position Description:** Serve as a visual artist to create artistic pieces and elements for CAV's interior design, worship venues, and décor for special events and holidays

### **Position: Visual Arts Crew Member**

**Position Requirement:** General "crafty" skills

**Frequency:** As needed basis (approx. 6-8 times per year)

**Position Description:** Serve as a member of the visual arts crew to assist in implementing design projects which include such general skills as painting, sewing, assembling, setting up and taking down, staging and placing design and décor elements under the direction of the design team

# WORSHIP ARTS

## VISUAL ARTS *(continued)*

### **Position: Construction Crew Member**

**Position Requirement:** General “handy man” skills

**Frequency:** As needed basis (approx. 6-8 times per year)

**Position Description:** Serve as a member of the construction crew to assist in implementing the building of stage sets for CAV’s worship venues and other construction projects utilized by the ministries at CAV

## COMMUNICATION ARTS

### **Position: Graphic Artist**

**Position Requirement:** Artistic proficiencies in graphic design and animation arts / drawing with the ability to take an idea given by a ministry and produce an image visual deliverable.

**Frequency:** As needed basis (not very frequent, potential for 2-4 projects a year)

**Position Description:** Support Communications department in designing imagery / branding / promotional material to support Ministry initiatives.

### **Position: Web engagement Team Member**

**Position Requirement:** Internet savvy, knowledge of social media platforms and online culture

**Frequency:** Meet once every 2 months, but engage online frequently & naturally

**Position Description:** Support the Communications department by giving insight and creative input to the web engagement strategies and platforms, as well as contributing to the engagement culture on social media.

### **Position: Photographer/Videographer**

**Position Requirement:** Camera equipment and skills

**Frequency:** As needed (4-5 times throughout the year)

**Position Description:** Support coverage of events and CAV activities by capturing photography or video and providing raw footage to Communications staff for post-production.



# WORSHIP ARTS

## PRODUCTION ARTS

### **Position: Special Events / Set Up Tear Down Team**

**Position Requirement:** No experience needed - training provided

**Frequency:** As needed basis

**Position Description:** Work with the Production Director, Technical Director, and the Pastor of Worship Arts to help set up and tear down production equipment as needed for special events throughout the year

### **Position: Production Build Team**

**Position Requirement:** Basic knowledge of construction is preferred

**Frequency:** As needed basis

**Position Description:** Work with the Production Director, Technical Director, and the Pastor of Worship Arts to help set up and tear down production equipment as needed for special events throughout the year

### **Position: Stage Tech**

**Position Requirement:** No experience needed - training provided. Must be able to go up and down stairs.

**Frequency:** 1-2 times per month

**Position Description:** Move message TV display monitor and chair into place on stage in the Auditorium before the message. Remove the TV and chair when the message is over.

### **Position: Camera Operator**

**Position Requirement:** No experience needed - training provided.

**Frequency:** 1-2 services per month

**Position Description:** Operates video cameras in the Auditorium in order to send live camera feeds to Auditorium projectors, TV feeds in the Fellowship Mall, and the online live stream.

Operator has freedom to be creative and choose shots they like but must take direction from the Video Director when given.

# WORSHIP ARTS

## PRODUCTION ARTS (*continued*)

**Position: PTZ Camera Operator (Robotic cameras)**

**Position Requirement:** No experience needed - training provided.

**Frequency:** 1-2 services per month

**Position Description:** Operates 2 PTZ video cameras in the Auditorium, via a joystick controller, in order to send live camera feeds to Auditorium projectors, TV feeds in the Fellowship Mall, and the online live stream. Operator has freedom to be creative and choose shots they like but must take direction from the Video Director when given.

**Position: Service Producer**

**Position Requirement:** No experience needed. Training provided. Must be able to go up and down stairs. Have a strong attention to detail and ability to multi-task.

**Frequency:** 1-2 times per month on Thursday night and all weekend services

**Position Description:** Manages the order of the weekend services. Calls cues, watches for potential problems, documents issues that need to be addressed, and mediates communication between the Video Director, Computer Graphics Operator, and the Production Director.

**Position: Video Director**

**Position Requirement:** Must have video directing experience or significant experience as a camera operator at CAV. Training provided.

**Frequency:** 1-2 times per month - Must attend Thursday rehearsal and serve all weekend services on the weekend that is scheduled.

**Position Description:** Operates video switcher, calls camera shots to 3 camera operators, activates text overlay for lyric and message content for live stream, TV's in Fellowship Mall, and the Loft, and ensures video recording software is enabled and capturing video for each service

# WORSHIP ARTS

## PRODUCTION ARTS *(continued)*

**Position: Computer Graphics Operator**

**Position Requirement:** No experience needed - training provided.

**Frequency:** 1-2 services per month - must be able to serve at all services in whichever venue is assigned for that weekend

**Position Description:** Operates ProPresenter Pro6 software by playing back a presentation slideshow that is pre-programmed by CAV Production staff.

**Position: Audio Technician**

**Position Requirement:** Audio mixing experience helpful, but not required - training provided

**Frequency:** 1-2 weekends and Thursdays per month

**Position Description:** Produce a high quality audio mix of the weekend worship service for the Café Venue. This includes audio mixes for band monitoring.

**Position: Front Of House Engineer**

**Position Requirement:** High-level audio experience and skill required. Intermediate to advanced level audio troubleshooting.

**Frequency:** 1-2 weekends and Thursdays per month - must serve at all weekend services on the weekend that is scheduled.

**Position Description:** Produce a high quality audio mix of the weekend worship service for the Auditorium. This includes audio mixes for band monitoring if needed. In addition, sub-mixes for online Live Stream and the Fellowship Mall also need to be managed. Production style must be in line with current modern worship music.

# SUPPORT TEAMS

## FACILITIES

**Position:** Facilities

**Position Requirement:** Light physical labor

**Frequency:** As needed

**Position Description:** Clean auditorium chairs and doors, paint, possible small repairs, etc.

## First Touch Team

**Position:** First Touch Team Member

**Position Requirement:** Must be available before, during and after a service time to host and help people in the Fellowship Mall, Video Venue and Auditorium.

**Frequency:** One service hour per weekend - every other month

**Position Description:** Sign in at the Welcome Center. Assignments are:

- **Fellowship Mall Host** - guide people where they need to go
- **Door host** - greet people as they arrive and depart, assist with directions when needed both before and after service
- **Usher** - assist with seating and collecting the offering

**Position:** Welcome Center

**Position Requirement:** Lead a team of volunteers, assign them a position for the service, and answer all questions about programs, venues, classes, registrations, etc.

**Frequency:** One service hour per weekend - every other month

**Position Description:** The team members answer questions from everyone and are expected to have a more in depth knowledge of CAV and its ministries, as well as what all of the current events and classes are. These are listed each month in the church newsletter. Hand out Welcome packets to new families who turn in a Connection Card.

# SUPPORT TEAMS

## Safety Teams

**Position:** Safety Team Member

**Position Requirement:** Adult

**Frequency:** 1 service - every other week or every week

**Position Description:** Help keep CAV as safe and secure as possible. Safety team patrols grounds during service, ensures that facility is secure and provides first response for medical or safety related situations. Advanced screening required for this team.

## Administrative Support

**Position:** General Office Help

**Position Requirement:** Active Attendee of CAV

**Frequency:** Flexible during business hours

**Position Description:** To assist the office staff in completing various tasks. File, sort, cut, copy, make phone calls, organize, data entry, etc.

**Position:** Reception Support

**Position Requirement:** Active Attendee of CAV

**Frequency:** 1-2 hours, 4 hours, or 8 hours per day; periodically

**Position Description:** Answer the phone and provide front office support when receptionist is out of the office.

**Position:** Chair Stuffers

**Position Requirement:** Active Attendee of CAV

**Frequency:** 1 hour per week during business hours

**Position Description:** Straighten and restock the backs of chairs with communications supplies; upstairs and auditorium

“But now we are released from the law, having died to that which held us captive, so that we serve in the new way of the Spirit and not in the old way of the written code.”

- Romans 7:6

Please fill out and submit the form found inside this booklet to indicate interest in serving in a particular ministry area, or complete the online form on our website at [churchatviera.com/serving](http://churchatviera.com/serving)



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**SERVE CATALOG**