

Welcome to worship! Please complete a Connection Card and place the card in the offering plate. Thank you!

IMMANUEL LUTHERAN CHURCH

520 US Hwy 41 E + Negaunee, MI 49866 (906) 475-9161 + FAX (906) 475-9403 Office@ImmanuelNegaunee.org + www.ImmanuelNegaunee.org Sunday, Oct. 29, 2023, 9:30 am, Monday, Oct. 30, 2023, 6:00 pm Services

GATHERING

PRELUDE WELCOME & ANNOUNCEMENTS

TEMPLE TALK CALL TO WORSHIP

MI Immanuel Serves Our Hymn of Celebration

Ben Raymond Senior Choir

(Please stand as you are comfortable.)

THANKSGIVING FOR BAPTISM

RITE OF CONFIRMATION/AFFIRMATION OF BAPTISM PRESENTATION

Dear friends, we give thanks for the gift of baptism and for *Camryn, Max, and Macie*, one with us in the body of Christ, who are making public affirmation of *their* baptism.

Let us pray.

Merciful God, we thank you for *these siblings in Christ*, whom you have made your own by water and the Word in baptism. You have called *them* to yourself, enlightened them with the gifts of your Spirit, and nourished *them* in the community of faith. Uphold your *servants* in the gifts and promises of baptism, and unite the hearts of all whom you have brought to new birth. We ask this in the name of Christ. **Amen.**

PROFESSION OF FAITH

(Address the Candidates.)

I ask you to profess your faith in Christ Jesus, reject sin, and confess the faith of the church.

Do you renounce the devil and all the forces that defy God?

I renounce them.

Do you renounce the powers of this world that rebel against God? I renounce them.

Do you renounce the ways of sin that draw you from God?

I renounce them.

(Address the Candidates and the Assembly.)

Do you believe in God the Father?

I believe in God, the Father almighty, creator of heaven and earth.

Do you believe in Jesus Christ, the Son of God?

I believe in Jesus Christ, God's only Son, our Lord, who was conceived by the Holy Spirit, born of the virgin Mary, suffered under Pontius Pilate, was crucified, died, and was buried; he descended to the dead. On the third day he rose again; he ascended into heaven, he is seated at the right hand of the Father, and he will come to judge the living and the dead.

Do you believe in God the Holy Spirit?

I believe in the Holy Spirit, the holy catholic church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting.

Rooted in the past and growing into the future. the church must always be reformed in order to live out the love of Christ in an ever-changing world. We celebrate the aood news of God's arace. that Jesus Christ sets us free every day to do this lifetransforming work. Trusting in the freedom given to us in baptism, we pray for the church, that Christians will unite more fully in worship and mission.

AFFIRMATION

You have made public profession of your faith. Do you intend to continue in the covenant God made with you in holy baptism:

to live among God's faithful people,

to hear the word of God and share in the Lord's supper,

to proclaim the good news of God in Christ through word and deed,

to serve all people, following the example of Jesus,

and to strive for justice and peace in all the earth?

I do, and I ask God to help and guide me.

People of God, do you promise to support Max, Camryn, and Macie and pray for them in their life in Christ?

We do, and we ask God to help and guide us.

Let us pray.

(Confirmands kneel.)

We give you thanks, O God, that through water and the Holy Spirit you give us new birth, cleanse us from sin, and raise us to eternal life.

Stir up in Macie, Camryn, & Max the gift of your Holy Spirit: the spirit of wisdom and understanding, the spirit of counsel and might, the spirit of knowledge and the fear of the Lord, the spirit of joy in your presence, both now and forever. Amen.

(Confirmands stand and face the assembly. Presentation of Gifts.)

Let us rejoice with these sisters and brothers in Christ.

We rejoice with you in the life of baptism. Together we will give thanks and praise to God and proclaim the good news to all the world.

OPENING HYMN	•	A Mighty Fortress Is Our God	#504
GREETING			

The grace of our Lord Jesus Christ, the love of God, and the communion of the Holy Spirit be with you all. And also with you.

PRAYER OF THE DAY

Almighty God, gracious Lord, we thank you that your Holy Spirit renews the church in every age. Pour out your Holy Spirit on your faithful people. Keep them steadfast in your word, protect and comfort them in times of trial, defend them against all enemies of the gospel, and bestow on the church your saving peace, through Jesus Christ, our Savior and Lord, who lives and reigns with you and the Holy Spirit, one God. now and forever. Amen.

(Please be seated.)

WORD

FIRST READING: Jeremiah 31: 31-34

³¹The days are surely coming, says the LORD, when I will make a new covenant with the house of Israel and the house of Judah. ³²It will not be like the covenant that I made with their ancestors when I took them by the hand to bring them out of the land of Egypt—a covenant that they broke, though I was their husband, says the LORD. ³³But this is the covenant that I will make with the house of Israel after those days, says the LORD: I will put my law within them, and I will write it on their hearts; and I will be their God, and they shall be my people. ³⁴No longer shall they teach one another, or say to each other, "Know the LORD," for they shall all know me, from the least of them to the greatest, says the LORD; for I will forgive their iniquity, and remember their sin no more. Word of Life. Thanks be to God.

The renewed covenant will not be breakable, but like the old covenant it will expect the people to live upright lives. To know the LORD means that one will defend the cause of the poor and needy (Jer. 22:16). The renewed covenant is possible only because the LORD will forgive iniquity and not remember sin. Our hope lies in a God who forgets. 2

Word of God.

PSALM: Psalm 46 ¹God is our refuge and strength, a very present help in trouble. ²Therefore we will not fear, though the earth be moved, and though the mountains shake in the depths of the sea; ³though its waters rage and foam, and though the mountains tremble with its tumult. ⁴There is a river whose streams make glad the city of God, the holy habitation of the Most High. ⁵God is in the midst of the city; it shall not be shaken; God shall help it at the break of day. ⁶The nations rage, and the kingdoms shake; God speaks, and the earth melts away. ⁷The LORD of hosts is with us; the God of Jacob is our stronghold. ⁸Come now, regard the works of the LORD, what desolations God has brought upon the earth;

⁹behold the one who makes war to cease in all the world; who breaks the bow, and shatters the spear, and burns the shields with fire.

¹⁰"Be still, then, and know that I am God;

I will be exalted among the nations; I will be exalted in the earth."

¹¹The LORD of hosts is with us; the God of Jacob is our stronghold.

SECOND READING: Romans 3: 19-28

¹⁹Now we know that whatever the law says, it speaks to those who are under the law, so that every mouth may be silenced, and the whole world may be held accountable to God. ²⁰For "no human being will be justified in his sight" by deeds prescribed by the law, for through the law comes the knowledge of sin. ²¹But now, apart from law, the righteousness of God has been disclosed, and is attested by the law and the prophets, ²²the righteousness of God through faith in Jesus Christ for all who believe. For there is no distinction, ²³since all have sinned and fall short of the glory of God; ²⁴they are now justified by his grace as a gift, through the redemption that is in Christ Jesus, ²⁵whom God put forward as a sacrifice of atonement by his blood, effective through faith. He did this to show his righteousness, because in his divine forbearance he had passed over the sins previously committed; ²⁶it was to prove at the present time that he himself is righteous and that he justifies the one who has faith in Jesus. ²⁷Then what becomes of boasting? It is excluded. By what law? By that of works? No, but by the law of faith. ²⁸For we hold that a person is justified by faith apart from works prescribed by the law.

Word of God.

Word of Life. Thanks be to God.

(Please stand as you are comfortable.)



GOSPEL: John 8: 31-36

The holy gospel according to... Glory to you, O Lord.

The LORD of hosts is with us; the God of Jacob is our stronghold. (Ps. 46:7)

Paul's words stand at the heart of the preaching of Martin Luther and other Reformation leaders. No human beings make themselves right with God through works of the law. We are brouaht into a right relationship with God through the divine activity centered in Christ's death. This act is a gift of arace that liberates us from sin and empowers our faith in Jesus Christ.

Jesus speaks of truth and freedom as spiritual realities known through his word. He reveals the truth that sets people free from sin. ³¹Jesus said to the Jews who had believed in him, "If you continue in my word, you are truly my disciples; ³²and you will know the truth, and the truth will make you free." ³³They answered him, "We are descendants of Abraham and have never been slaves to anyone. What do you mean by saying, 'You will be made free'?" ³⁴Jesus answered them, "Very truly, I tell you, everyone who commits sin is a slave to sin. ³⁵The slave does not have a permanent place in the household; the son has a place there forever. ³⁶So if the Son makes you free, you will be free indeed."

The Gospel of our Lord. **Praise to you, O Christ.**

(Please be seated.)

SERMON

Pastor Bre Kinnunen

(Please stand as you are able.)

HYMN OF THE DAYFor by Grace You Have Been Saved#598PRAYERS OF INTERCESSION

Trusting in the transformative power of God's loving Spirit, let us pray for the church, the world, and all in need.

A brief silence.

God our parent, you call us your children and have made us siblings through your son Jesus. Heal the church's many divisions, bring understanding and peace where there has been contention and strife, and unite us in one body through the love of Christ. God of grace, **hear our prayer.**

God our creator, your hands have made the heights of the mountains, the depths of the sea, and the life that animates all creation. Bring relief to areas harmed by wild-fires, floods, storms, and human carelessness. Renew the face of the earth. God of grace, **hear our prayer**.

God our ruler, the nations rage and the kingdoms shake, but your word stands fast forever. Let your justice and peace roll down like waters wherever there is strife, injustice, war, or religious conflict. God of grace, **hear our prayer.**

God our champion, you are our refuge and strength, a very present help in times of trouble. Draw near to all who suffer. Be their rest and comfort. God of grace, hear our prayer.

God our reformer, you make all things new. Free us from complacency, open us to unexpected ways, and kindle zeal in us for the future. We pray for young people affirming their baptism. With them, stir in us a desire for your wisdom. God of grace, hear our prayer.

Here other intercessions may be offered.

God our savior, you made yourself known in the lives of all who have died in the hope of your grace. We give thanks for the witness of reformers like Martin Luther and for all whose example has brought us closer to you. God of grace, **hear our prayer**.

Gracious God, into your hands we commend all for whom we pray, trusting in your unending love and amazing grace; through Jesus Christ, our Savior. **Amen.**

SHARING OF CHRIST'S PEACE

The peace of Christ be with you always. And also with you.

(Please be seated.)

that we may welcome and care for one another and that we may live and serve within the areater community of Negaunee and the world. witnessing to others your abundant love. arace, and welcome.

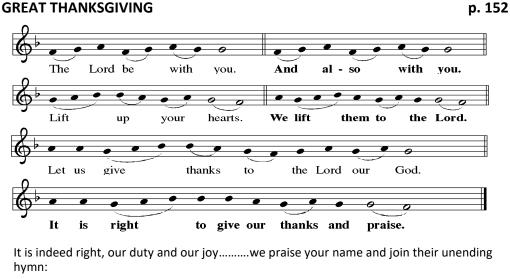
Renew our lives

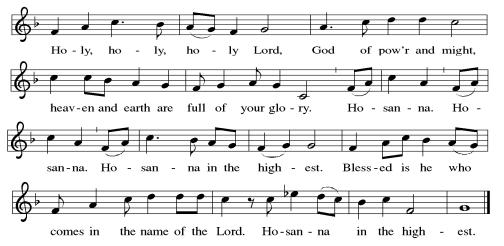
OFFERING

(Please stand as you are comfortable.) Lord Jesus, Think on Me

OFFERING SONG OFFERING PRAYER

God of power, God of plenty, all things belong to you. We bring your gifts to the table, that all might be fed. Form us into the body of your Beloved, Jesus Christ, our Savior. Amen.



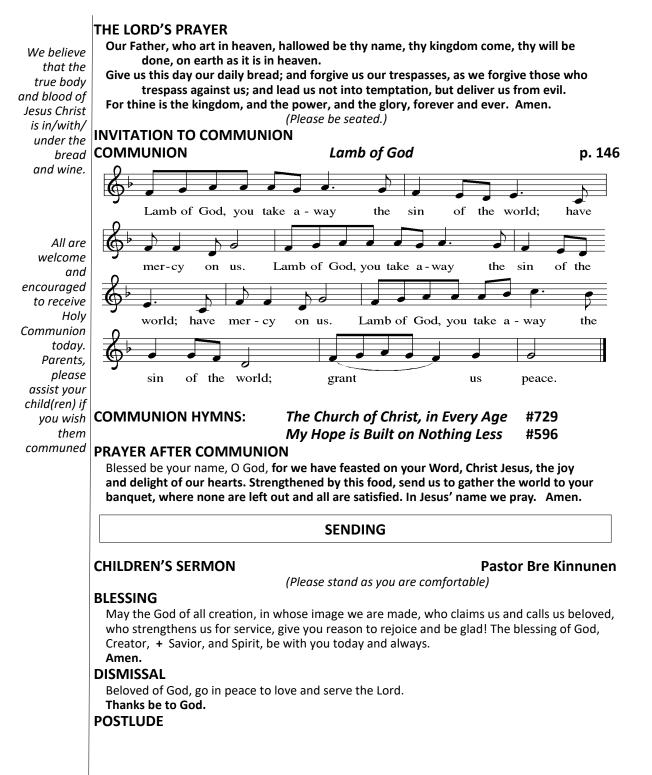


THANKSGIVING AT THE TABLE

In the night in which he was betrayed, our Lord Jesus took bread, and gave thanks; broke it, and gave it to his disciples, saying: Take and eat; this is my body, given for you. Do this for the remembrance of me.

Again, after supper, he took the cup, gave thanks, and gave it for all to drink, saying: This cup is the new covenant in my blood, shed for you and for all people for the forgiveness of sin. Do this for the remembrance of me.

#599



ANNOUNCMENTS FOR THE WEEK OF October 29—November 5, 2023

*BIRTHDAYS: Happy 86th Birthday to Annette Heggaton on November 3rd.

*SYPATHY & GOD'S PEACE TO: Timothy (Elizabeth) King, on the loss of his father, Timothy Michael King, on Sunday, October 15th. Also, condolences to Mr. King's wife, Joan, his grandchildren Hadley & Peyton King, his sister, Lorraine (Mike) Finnila, Sr., and their children Michael. Jr. and Watson Finnila, and all of the King Family.

*UPLIFT Watch for news about our new Sunday Youth Group UPLIFT beginning next Sunday, November 5th, at 5 pm here at Immanuel.

*CONFIRMATION TO BE HELD TODAY, OCTOBER 29, REFORMATION SUNDAY After a hectic start. Immanuel is excited to celebrate our 3 confirmation candidates today. They are: Macie Crabb, Max Frustaglio, and Camryn Sandstrom. Hayley Smith met with them discussing what Confirmation means and explained to them the joys and responsibilities of Confirmation. This is a year of allowing the Spirit to move within youth and she is so proud of Immanue's congregation for supporting the youth of the church.

*FELLOWSHIP HOUR: Are you willing to help with Fellowship hour? Donations are needed such as bakery, crackers, cheese, fruit, or whatever suits your fancy, & cleanup! Your Fellowship Hour committee for October is **PROPERTY COMMITTEE.** If it fits your schedule to bring items before Sunday morning, there are shelves in the refrigerator tagged for Coffee hour. Or leave on the counter marked "Coffee Hour". Please contact Dana Echelbarger (563-299-2624) or Marty Saari (906-250-9601) with your date and any item you wish to bring. Right now we have the following who have volunteered for the particular Sundays: TODAY, October 29th, the Scanlon's & the Echelbarger's have agreed to do the coffee hour. If you would like to help in the kitchen, it would be greatly appreciated. Thank you ALL for volunteering your help! THE NOVEMBER FELLOW-SHIP HOUR WILL BE HOSTED BY STAFF->. PLEASE STEP UP TO HELP OUT. THANK YOU. (Pastor Bre Kinnunen, Noreen Collins, Alice Mutkala, Sharon Cottrell, Tyler Taseris, Connie & Walter Scanlon, Connie & Dan Lindblom, Vicki Lempinen.) Please call the office (906-475-9161) to schedule your weekend.

*SUNDAY MORNING BIBLE CONVERSATION Each Sunday morning at 11:00 am, a group meets for a discussion on the Bible lessons from the morning's worship service. They will be meeting in the Youth Room (downstairs) for 1 hour. A group has volunteered to lead this group. Today the leader is *Hayley* Smith. On October 29th: TBD. This group continues meeting each Sunday until further notice.

*THURSDAY EVENING BIBLE STUDY RESUMES All are welcome to come to our "Burritos n' Bible" study on Tuesdays from 7:30-9:00 pm at Pasquali's in Negaunee. (NOTICE THE CHANGE IN LOCATION AND DAY.). We welcome you to drop-in as your schedule allows. Each week's discussion will be structured as a stand-alone study. Bring your questions, confusions, and doubts! This week, Thursday, November 2nd, we are digging into this story: Jacob meets Esau, Genesis 35: 1-7. If you have questions, call or text 540-435-4915.

*PROJECT KEEP KIDS WARM 2023/2024 – 14th Year Serving Families in our Community. We have PKKW (Project Keep Kids Warm) Requests from parents have started coming in and Team Immanuel spent October 18 filling the requests. Urgently needed are snow pants, boots, and winter jackets. Sizes are range from preschool to elementary ages. Also needed are hats and mittens/gloves. If you have questions, please call Linda Sjolund (906-242-5020).

*LOCK-UP UPDATES The church building will be open Monday - Thursday, 8 am to 2 pm, Sundays, 8 am to noon and Mondays, 5:30 pm to 7:30 pm. Until the new keyless, automatic door system is fully functional, outside of these set hours for special meetings/functions etc., please use the front 41 entrance doors OR the east side building doors by the alley. The west side doors on Baldwin Ave will not be open (unless special arrangements have been made) during these times. For special meetings or other church functions scheduled after these hours, meeting leaders and/or committee workers will be assigned an individual access card by contacting Noreen at 475-9161. Some members will be asked to do a little bit extra when using the building. We are in a transition period to make sure our building is open when needed and secure when not needed. Please have a little patience in the interim. Thank you! Noreen Collins, Parish Administrator / Bookkeeper

















*ELEVATOR 'OUT-OF-COMMISSION': The elevator IS NOT USEABLE. Work is being done to replace the elevator with a new lift. Thank you for your patience.

*SUNDAY SCHOOL BAPTISM AND PRAYER PROJECT These several weeks, the Sunday School students have been learning about Baptism and Prayer. In Baptism we are adopted into God's family. All of you in the congregation are all their big brothers and big sisters in God's family! Prayer is talking and listening to God. It is good to talk to God about our family. Here are the ways you can help



with this Project: (1) Select a dove (or several) with children's names and photos from a bulletin board in the entry way. Please take it home and pray for the child. (2) There are shell cutouts with the bulletins. Please put your name (and names of anyone else for whom you would like the children to pray) one per shell. Put your shells in the offering basket. May we all experience God's renewing power as we pray for each other! Paulette Patron, S.S. Super.



*"GOT SNEAKERS??" We are collecting used ATHLETIC SNEAKERS which are then sent to a company that reuses those that are still usable and recycles those that aren't. There is currently a bag in the Stewardship corner where they can be deposited. Thank you for your donation.

*COMMUNITY FELLOWSHIP DINNER The Wesley United Methodist Church, 801 Hemlock Street in Ishpeming is hosting a Community Fellowship Dinner from 5 pm to 6:30 pm on the following Thursdays: November 9th and December 14th. For more information please call 486-4681.



*MEN'S BIBLE STUDY & BREAKFAST ... will be held next Saturday, November 4th, from 8 -10 am. This is a time to get together, share worship & fellowship with others, and enjoy a hearty breakfast that is prepared for you. If you have any questions, please call Walter Scanlon, 906-235-2294.

*MARQUETTE MALE CHORUS Marquette Male Chorus presents "A Little Bit-O-This and A Little Bit-O-That" on Friday, November 10th, at 7:30 pm, Messiah Lutheran Church, 305 W Magnetic St., Marquette. A suggested donation is \$10.00.





*<u>AED/CPR SAVES LIVES</u> On Sunday, November 5th, (All Saint's Day) there will be in the Fellowship Hall, a little celebration for those who have taken the AED course. They will be presented with a little token for their efforts. Come and join in the celebration.

KEEP IN YOUR PRAYERS:

Pray For: Lori Bell, Betty Carilli, Kevin Carlson, Karen Couture, Dan Hendrickson, Michael Holman, Betty Kinnunen, Michael Kjellman, Anna Laurila, Don & Mary Leece, Jessica Luck, Diane Nault, Gerald Neldon, Stephanie Penhale, Shirley Pizziola, Jim Ritzenhein, Jessica Roberts, Louise Spickerman, Kathy Stambough, Molly Taseris, Bob Walker.

Our Shut-ins: Bettie Ahola, Jonelle Collins, Rudy Gagnon, June Jarvi, Timothy Kjellman, Betty Lukkarinen, Butch Pynnonen, Dolores Reichel, Lillian Rivers, Paul Alan Smith, Lynne Tossava.

Members in the Armed Service: Luke DeWitt, Adrianna Gustafson, Michael Gustafson, Spencer Harvala, Hunter (Jessica) Hetrick, Dennis Koski, Tanner Romback, Michael Sedlock, Ethan Wallner, and all Armed Services Families.



WEEKDAY PLAYGROUP @ IMMANUEL We have had an inquiry about Immanuel having a weekday playgroup for preschool children. We are in the discussion stage- not ready to begin yet. However in the meantime, there is an existing Playgroup that meets at Lakeview School. We just saw the flyer, so we do not have any details. Please call Lakeview Elementary School (906-475-7803) if you need more information. The info we have is: Negaunee Birth-Age 5 Playgroup, Lakeview Elementary School, Dates: 11/17, 12/8, 1/26, and 3/15. Time: 9:30-11:00 a.m. Things to note: Parent/ guardian requires to stay and participate in activities. Also, when Negaunee Public Schools are cancelled, Playgroup is also cancelled.







OCTOBER'S MONTHLY MISSION

IN OCTOBER . . . we focus on . we focus on *Immanuel's Good Samaritan*

Fund, a beyond-the-budget financial resource that empowers Immanuel's Good Samaritan Ministry, when appropriate, to back up caring words with caring action for needy people within our congregation and beyond.

What do people who need a Good Samaritan look like? They're

people who have come into hard times for various reasons and are feeling very much alone. Perhaps they've lost their job or can't find a job with enough wage or hours. Perhaps they've been hit by illness of body or mind and just can't keep up. Perhaps they're experiencing the financial grief that can come right alongside the greater grief of death or divorce. Perhaps they've made poor decisions but are trying to put life back in order. These and more are their stories, and their very real needs can include help with rent, utilities, food, fuel, etc, etc. What do people who need a Good Samaritan look like? They look a lot like you & me.

If you wish to give above-and-beyond to this ongoing caring mission please use October's mission emphasis envelope from your offering envelopes box or in some other way designate your gift. Thank *you for your generosity!*

Thank you for giving \$ 956.00 in September to <u>*ELCA Disaster Relief (LDR).*</u> The recipients will be richly blessed with your generosity! Thank you!

VOLUNTEERS ASSISTING IN SERVICE

SERVING IN WORSHIP: Sunday: Pastor Bre Kinnunen

ORGANIST/PIANIST/MUSICIAN: Sunday & Monday - Connie Scanlon

<u>Worship Services</u>: Sunday @ 9:30 am / Monday @ 6:00 pm Office Hours are 8 am-2 pm, Monday-Thursday (or by appt.)

ASSISTING IN THE SERVICE:

9:30 am GREETERS	- Alice Mutkala - Need Volunteer	6 pm	- Katie Puckett - Tom Johnson
9:30 am USHERS	- Alice Mutkala - Need Volunteer	6 pm	- Katie Puckett - Tom Johnson
9:30 am LECTOR	- Walter Scanlon	6 pm	- Sheila Meier
9:30 am COMM ASST'S	- Sally Echelbarger - Dana Echelbarger - Carol Bayer	6 pm	- Sheila Meier
9:30 am Tech Team	- Tyler Moore		
(Com	munion Set-up for Octo	ber is Di	iane Faust)





CALENDAR OF EVENTS October 29, 2023—November 5, 2023



YOU CAN FIND ALL ONLINE INFORMATION REFERENCED BELOW AT... www.ImmanuelNegaunee.org

Reformation Sunday - Confirmation Sunday



STEWARDSHIP 2023-2024 October 29-30, 2023 "MI Immanuel Serves" Ben Raymond

Our Stewardship Ministry theme this fall reminds us that God's people gathered as Immanuel Lutheran Church are called to serve. What a privilege to be growing in faith and confidently facing the future. We are a people who center our lives on the good news of Jesus!

Today we hear about "Serving" as a part of our Christian experience. How do we serve God and our world? Why is it important for this congregation to be of service? We welcome *Ben Raymond* as he reminds us of the call to serve as individuals and as a congregation. We look forward to his Temple Talk.

Our stewardship information and education efforts continue through November 12-13 when we conclude with a meal after our Sunday November 12th worship service. At the worship services that weekend, the congregation will receive your "Estimate of Giving" and "Time and Talent Forms" for 2024. And we will enjoy the fellowship of our family of faith. Please come to stewardship brunch!

THE UNREST HAPPENING TODAY (This is a letter from Rev. Elizabeth A. Eaton.)

"My God, my God, why have you forsaken me? Why are you so far from helping me, from the words of my groaning?" —Psalm 22:1

Dear church,

As Lutherans, we are accustomed to holding tension between two truths. Thus the ELCA denounces the egregious acts of Hamas, acts that have led to unspeakable loss of life and hope. At the same time the ELCA denounces the indiscriminate retaliation of Israel against the Palestinian people, both Christian and Muslim.

For the past week we have borne witness to the horrors of the escalating crisis between Israel and Hamas. We also watch a growing humanitarian crisis in Gaza as Israel blocks food, water, fuel and medical supplies and as airstrikes continue to cause unbearable civilian casualties ahead of a just-announced ground assault. We see Israelis and families around the world in the agonizing wait for word about the fate of loved ones killed or taken hostage by Hamas. We are in anguish, grieving and praying for all people who are living in trauma, fear and uncertainty.

Among us are Palestinian Lutherans who are fearful for their families, their communities and their homeland. In our communities we have Jewish and Muslim neighbors, who are also facing the horrors of this crisis and its impact on their loved ones.

It is difficult to find words that suffice in the complexity of this moment, and in the web of relationships that bind us together, as church, with the Evangelical Lutheran Church in Jordan and the Holy Land and our interreligious partners. Yet God has called us to be a people who stand with others amid suffering.

We must also call a thing a thing. The power exerted against all Palestinian people — through the occupation, the expansion of settlements and the escalating violence — must be called out as a root cause of what we are witnessing. We are committed to our long-standing accompaniment of the Evangelical Lutheran Church in Jordan and the Holy Land.

The God who liberates us calls us to be a liberating witness. May it be so.

In Christ, The Rev. Elizabeth A. Eaton Presiding Bishop, Evangelical Lutheran Church in America



JOB OPPORTUNITY Do you want a wonderful, rewarding, and fulfilling part-time position serving God in many ways? Pick up an application from Immanuel Lutheran Church ASAP so you can do *God's Work With Your Hands*. You must: be organized, computer and software literate, punctual, maintain confidentiality and willing to do clerical tasks in support of the mission of the Church, supporting the Pastors and Parish Administrator. You need to be able to encourage all members of Immanuel to use their God-given gifts in some way to also benefit the life and mission of the Church; be able to create accurate bulletins weekly and newsletters bimonthly with up-to-date information and attention to detail for the congregation to know the happenings at the church and in the community; do mailings that are requested by the Pastor, Parish Administrator, and/or Committees in the church,

bringing them to the post office with accurate paperwork; have follow-through with all of your duties; have integrity and be trustworthy with records and monies; maintain accurate church records on baptisms, confirmation, deaths, weddings, attendance, funerals, and memberships; be able to update church records, personnel and financial information, correctly, backing up files when necessary; be able to update the website, update the Tablet Ministry's Ipad, the 'Tech's' Ipad for broadcasting the worship services online. You are the 1st point of contact, answering & directing phone calls. Other duties as required. This is an exciting and rewarding position. Apply today!