

**WELCOME TO
EMMANUEL EPISCOPAL CHURCH**

Form the Faithful, Grow the Church. Change the World

ORGANIZATIONAL CHART OF MINISTRIES

Interim Rector: LaRae Rutenbar, molarae@rutenbar.com, 901-201-8968

Deacon: Bill Rimkus, williamrimkus@yahoo.com, 708-705-5393

Deacon: Mary Jane ("MJ") Leewis-Kirk, 847-828-9902

Senior Warden: Susan Cox, susanecox@msn.com, 708-912-3064

Junior Warden: Bill Hoekwater, william.hoekwater@gmail.com, 630-334-0155

Sexton: Fidel Romero, fidelrom@msn.com

Clerk of the Vestry: Ann Hileman (takes and maintains minutes of vestry meetings),
annhileman@sbcglobal.net

Parish Librarian: Christal Beyer (maintains the library), 708-260-4232

BUILDING & GROUNDS

Mission: Maintain, repair and improve the church and grounds. Work with Sexton Fidel Romero to prioritize items in need of repair as well as determine future projects and garden.

Vestry Contact: Bill Hoekwater (contact information above).

CHRISTIAN FORMATION/ADULT CHRISTIAN EDUCATION

Mission: To provide educational opportunities for all ages at Emmanuel

Vestry Contacts: Jamie Workman, jamieworkman@gmail.com, 708-354-1395; Mike McCrohan, mcmcrohan@comcast.net, 708-352-7958

Children's Christian Education

Catechesis for the Good Shepherd: Pre-school Sunday School program

Contact: Karen Baum, eaglemom5@juno.com, 708-485-2935

Elementary Grades 1-5/6

Contact: Ben Nesler, profnesler@sbcglobal.net, 708-485-8389

Volunteers work as teachers and teachers' aides during weekly Sunday School meetings.
We currently have a need for additional teachers,

Youth Confirmation Class. Assist teachers, help with projects and fundraisers, trips and retreats. This is a two year program for junior high students. Will begin new class in fall 2013.

We currently need 2-3 teachers for new class

Youth Group. Help with meetings, outings, field trips and projects. The group is for 8th graders and high schoolers.

Contact: Barb Schwartz, bschwartz3@att.net, 708-505-4266 and Susan Cox (contact information above.)

Adult Education. Provide programs for adult members of the parish. Help determine programs and/or lead groups.

We currently need volunteers for this.

COMMUNICATIONS

Mission: To provide effective communication within the parish by maximizing IT and other communications tools and as well as publicizing Emmanuel events to parishioners and surrounding communities.

Emmanuel utilizes five primary tools to communicate with its parishioners. You can send a single announcement to emmanuelnews203@gmail.com with a note identifying which of the five you want your item to be in, or accept our judgment, if you wish you may use the following direct contacts.

1. **E-ministry:** any announcements should be sent to **Cliff Egel**, emmanuelnews203@gmail.com
2. **Bulletin:** Contact Susan Aldridge, Parish Administrator, admin@eeclg.org, 708-352-1275
3. **Website Announcement Page:** Jim Beyer, Webmaster, kb9ngi@yahoo.com, 708-246-1059
4. **Master Church Calendar** maintained on Website: if it's not on this calendar, it is not scheduled. Contact Susan Aldridge (contact information above)
5. **Facebook:** Jim Beyer, Administrator (contact information above)

The team also is charged with the support for the phone and computer assets of the parish.. We have Tony Enriquez as a telecommunications expert and Tony and Jim share computer support tasks. If you would like to help in these areas, please contact Jim.

Vestry Contacts: Jim Beyer and Susan Cox (contact information above).

*Currently seeking volunteers to be **Media Contact:** to draft press releases and publicize events in local media. **Marketing Volunteers:** to develop a unique logo for Emmanuel publication.*

FINANCE

Mission: To oversee the financial well-being of Emmanuel. Work on giving campaigns, stewardship, audit and Emmanuel's financial committees.

Treasurer: Linda Brongel, lbrongel@aol.com, 708-784-1894

Assistant Treasurer: Jackie Roth, jackieroth@att.net, 708-443-5195

Treasurer Emeritus, Jeff Millikin, jjeffmilliin@comcast.net, 708-352-6842

Pledge Recorder: Chris Meyer, sirfiji@sbcglobal.net,

Vestry Contacts and Stewardship Chairs: Mark Campbell, mark@webuildvictories.com, 708-639-4371, David Shallow,

shallow.david@gmail.com, 630-706-0880

Finance Committee: oversees all financial operations of the church, helps with budget and audit process.

Chair: Marc O'Brien, mobrien@bronsonkahn.com, 708-579-9607

Endowment Committee: oversees the investment and management of the endowment.

Chair: Chris Meyer (contact information above).

Memorial Committee: oversees the investment and distribution of gifts made in memorial of Emmanuel parishioners and others.

Chair: Bill Kintigh, wkintigh@rtc1.com, 708-352-2714

Scholarship Committee: awards annual scholarships to graduating Emmanuel high school students.

Chair: Bill Kintigh (see contact information above).

David E. Weaver IV Endowment: awards funds to local children's programs in memory of our late rector's son.

Chair: Junior Warden

OUTREACH

Mission: To demonstrate our Christian commitment to our greater community.

Vestry Contact: Isabel Noth, imartinnoth@sbcglobal.net, 708-784-6264

Global. Work on the Global Care Race

Chair: Marc O'Brien (see contact information above)

Local. Work on projects dedicated to our neighboring communities.

1. **Food Pantry:** Help with gathering items and transporting them to St. Eulalia's food pantry in Maywood. coordinate Thanksgiving and Easter basket projects.

Chair: Jenn Vince, bbuonamicil@yahoo.com, 630-354-5847

2. **Lawrence Hall:** Organize Christmas gift program to Lawrence Hall, an Episcopal school and residential facility for teens.

Chair: Ellen Busch, buschzoo@aol.com

PARISH LIFE

Mission: To provide the membership with opportunities for fellowship so that we can all know each other better. Work on welcoming new members at church and social events for the parish including dinners on the lawn, card nights, the greening of the church for Christmas, and other special events

Vestry Contacts: Penny Longo, pwlongo@us.ibm.com, 708-354-7947. Jennifer Enriquez, jennifer.holt.enriquez@gmail.com, 708-469-7299

Dinner for 8. Help coordinate monthly dinners hosted by different parishioners.

Contact: Nancy Harris Egel, 708-352-7051

Parent-Caregiver Group: Group organized for social and educational opportunities for younger families.

Contact: Hendrik Noth, hnoth@sbcglobal.net, 708-784-6264, Jennifer Enriquez (see contact information above)

Kensington Club Book Group: Quarterly book group for all Emmanuel readers.

Contact: Janine Asmus, jra96@comcast.net, 630-654-2692

Men's Group: Men's prayer group

Contact: Tom Heuer, wstrnpaboy@yahoo.com, 213-479-8156

ECW: To involve the women of Emmanuel in the life of the parish and to raise funds for local outreach and for Emmanuel. Organizes annual antique show.

Contact: Stephanie Morse, smorse12@yahoo.com, 708-354-0144

Membership Chair: Currently looking for a volunteer to develop a membership protocol and ensure that visitors are contacted after attending Emmanuel. Would work closely with rector.

Coffee Hour: Organizes coffee hour. Looking for chairs. Until then, vestry members will each take a month and try to find volunteers.

PASTORAL CARE

Mission: Minister to the needs of individual parishioners including cooking, delivery of meals, visiting those in the hospital, connecting with the homebound, writing notes, phone calls. *Always needs volunteers.*

Contact: Mother LaRae (see contact information above).
Deacon: MJ Leewis-Kirk

Lay Eucharist Visitor. Provide communion for those unable to attend church services. Instruction provided.
Contact: David Shallow (see contact information above).

WORSHIP

Mission: To enhance the worship experience and to assist the priest with tasks to facilitate that experience.

Contact for any questions about the liturgy: Mother LaRae (see contact information above).

Altar Guild: “Set the table” for the worship.
Contact: Kathy Lampert, chumlampert@gmail.com, 630-655-4687

Acolytes: Children’s ministry to serve at the altar assisting at services.
Contact: Andy Dolliff, 708-738-7884, Samantha Brenneman
javoricebird@hotmail.com, 708-214-5738

Ushers: Greet fellow parishioners at the door, pass out programs, take and bring up the collection.
Contact: Matt Longo, mlongo@daubert.com, 708-354-7947

Music: Sing in the choir.
Contact: David Clark, deugeneclark@ameritech.net, 708-352-1269

St. Martha’s Guild: Coordinate receptions for funerals and other special events.
Contact: Anita Sexton, asexton255@comcast.net, Ann Hileman,
annhileman@sbcglobal.net, Ellen Busch (see contact information above).

Nursery: Provides a safe place for little ones during services and other events.
Contact: Elizabeth Valeika, valeika4@sbcglobal.net

Columbarium: To purchase a niche or for any questions, please contact Kathy Lampert (see contact information above).

Flowers Coordinator: need a volunteer.

Weddings: Heather Nesler, spreadeducators@sbcglobal.net, 708-485-8389