

# Card Team



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## GOAL

To encourage individuals who are ill, lonely or grieving. Secondly to encourage Care Team volunteers through remembering their birthdays.

## PREREQUISITES

- Regularly attend RMCC and consider it your church home.
- Commit to faithfully sending cards to assigned individuals

## PROCEDURES

1. A card request may be instigated from a variety of sources. These include the addition of individuals to the Visitation list, communication from a staff member/leader, becoming aware of a loss or a prayer request.
2. Team leaders assign recipients to writers, sharing appropriate information.
3. Cards are sent to those submitting a prayer request within 3 days.
4. Regularly assigned individuals are sent two cards per month.
5. Cards are logged on the Card Team Spreadsheet.
6. Birthday cards are sent to all volunteer Care Team members.
7. Cards and stamps are available through the office.
8. Writers are encouraged to pray over each card and recipient.