

# St. Michael's Parish

## Time & Talent Opportunities

October 2006

Dear Friends,

I am delighted to be able to share with you this *Time and Talent booklet*. It lists all the opportunities for ministry that we have in our Parish. There are over 50 ministries – over 50 opportunities to praise and thank God, to be of service to others, and to help build our faith community of St. Michael's.

Why am I writing to you today? Because I would like you to read through this booklet, to prayerfully reflect on these opportunities, and to ask yourself: "*How shall I respond to God's love this coming year by serving others in God's name?*"

We are all called to share our God-given gifts, particularly the gift of time. *All time comes from God*. My hope is that you will be able to participate in at least one of these ministries. What a blessing that would be – for you and for our Parish.

I have been Pastor of St. Michael's for over a year now and I thank God each day for that privilege. This is a wonderful Parish and we are blessed with many resources: the Pastoral Team, our parish staff, the hundreds of parishioners actively involved in ministry, our Catholic schools – the list goes on. Through the sharing of our gifts, we can help live out our Parish Mission of being "*A welcoming Eucharistic community, sharing faith and reaching out to all.*"

You will find in the booklet a *Response Form* for two members of your household. Please join us in being good stewards of all that God has given us by bringing your completed form with you to Mass in early November, dropping it off at the parish office or mailing it. Please use a different form for each family member. Additional forms are available at the Welcome Desk in the church foyer.

Thank you for reading this letter and booklet and may God bless you for your continued efforts to be a sign of Christ's loving presence in the world.

Sincerely in Christ,

Fr. Murray Sample  
Pastor

If you have any questions about the ministries listed in this booklet, please call the parish office at 519-433-6689. Our office hours are Monday to Friday 9:00 a.m. to noon and 1:00 to 4:30 p.m.

You will note that many of our parish ministries are open to high school students. These are denoted with the symbol "Y" beside the ministry name.

Once we receive your *Response Form*, we will contact you about the next steps. In keeping with Diocesan guidelines, certain ministries require an interview, references and a Police Record Check.

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Phone 519-433-6689 Fax 519-433-2301 E-mail: [stmichlon@rcec.london.on.ca](mailto:stmichlon@rcec.london.on.ca)

## Liturgical Ministries



*The liturgy is at the heart of our Catholic faith. When we gather together at Eucharist each Sunday we become the visible sign of Christ's saving presence in the world. Each one of us has been called and gifted by God to be that presence. The following ministries give you the opportunity to use your gifts to build up the Body of Christ.*

### Altar Guild

Be part of a team that helps to prepare the church for Sunday Eucharist; duties include washing the sacred vessels, and dusting the altar and sacred furnishings.

*Time:* Two hours every three weeks.

### Altar Server Y

You assist the priest at Sunday Mass. This is a great way to be involved and learn about the Eucharist. Open to youth in Grade 4 and above. Training is provided.

*Time:* Scheduled every three or four weeks. Arrive at least 15 minutes before Mass.



### Altar Server for Funerals

Participation in Funeral Liturgies expresses your support and that of our faith community for families who have lost a loved one. God has gifted you with compassion and a desire to reach out to grieving parishioners.

*Time:* The altar servers are listed on the funeral roster and are called when required.

### Eucharistic Minister Y

Eucharistic Ministers have the great privilege of feeding their brothers and sisters with the Body and Blood of Christ during Sunday Eucharist. Training is provided. The Pastor appoints you to this ministry.

*Time:* Scheduled once every two or three weeks.

### Greeter Y

Your smiling face and warm welcome will greet the members of our parish family as they come to Mass. If God has blessed you with the gift of hospitality, we invite you to share it with your brothers and sisters in Christ. Your entire family can be involved in this ministry.

*Time:* Scheduled every two or three weeks. Arrive at least 15 minutes before Mass.



### Lector Y

You will proclaim the Word of God at Sunday Eucharist. God has blessed you with the ability to proclaim the Word clearly and with reverence and conviction. You desire to grow in your understanding of scripture and want to enable others to do the same. Training is provided.

*Time:* Scheduled once every 4 to 6 weeks.



### Liturgy of the Word for Children Y

This is a wonderful opportunity for you to help children in Grades 2 through 4 to joyfully know the Lord, through hearing the Word of God at their level of understanding. The children share insights into what they have heard and are encouraged to find ways to practice what they have experienced in the sessions.

The ministry is provided at the 8:30 a.m. and 10:30 a.m. Masses, from September to June, and, in July and August, at the 10:30 a.m. Mass. A resource manual and training is provided.

*Time:* 8:30 a.m. Mass: scheduled in a three-month block. 10:30 a.m. Mass: scheduled every five weeks.

### Schedule of Eucharistic Celebrations

Saturday: 5:00 P.M.

Sunday: 8:30 A.M.

10:30 A.M.

12:30 P.M.



*Has God blessed you with a love of music? Liturgical music involves the congregation and inspires us as we praise God in song. Singers and musicians are invited to join one of our choirs. Singers are not required to read music, and there are no auditions. Open to high school students and adults. A regular commitment to weekly rehearsals and singing at one Sunday Eucharist is required.*

### 5:00 P.M. Choir Y

The choir sings a wide variety of contemporary and traditional hymns. Our main purpose is to lead the congregation in song. We also enjoy the challenge of learning meditative hymns to assist the congregation in making the transition from the busyness of their everyday lives into the prayerful setting of Mass.

*Rehearsals:* Every Monday from 7:15 to 8:45 p.m. from September to June.

### 8:30 A.M. Choir Y

The choir strives to sing the best in sacred choral music to create a spiritual and meaningful atmosphere of worship for all parishioners. You can learn to make the best use of your voice and to sing with others in joyful harmony.

*Rehearsals:* Every Tuesday from 7:30 to 9:00 p.m. from September to June.

### 10:30 A.M. Choir Y

This contemporary folk choir leads the congregation into a fuller participation of the liturgy of the Mass. Instrumentalists may include piano, guitar, flute, violin, and tambourine.

*Rehearsals:* Every Thursday from 7:30 to 9:00 p.m. from September to June.

### 12:30 P.M. Choir Y

The choir sings traditional and contemporary hymns. Several of the members are high school students. Students can earn their volunteer hours serving this ministry.

*Rehearsals:* Half an hour before Mass.

## Resurrection Choir

In the Resurrection Choir, you express compassion and support for the grieving family through your gifts of music at the funeral Mass. Because of the flexible nature of this ministry, you will be notified by telephone one or two days before the funeral and will rehearse 1/2 hour before the liturgy. All are welcome to join.

## Sacristan

You assist in the preparations for the celebration of the Sunday Eucharist by setting out, and cleaning and putting away the sacred vessels. You have a gift for detail and the ability to work on a team. Training is provided.

*Time:* Scheduled one Mass every 3 weeks.

## Sunday School Ministry Y

This is a co-operative program where a team of parents teaches the Liturgy of the Word to children Age 3 to Grade 1. The ministry is provided at the 8:30 a.m. and 10:30 a.m. Masses, from September to June, and, in July and August, at the 10:30 a.m. Mass. Training is provided. Talents required include leading the music and organizing the crafts to be created by the children.



*How often:* 4 times a year (one month).

## Usher Y

Would you like to welcome people coming to Mass and make them feel at home? Ushers welcome parishioners and visitors, assist in seating people, take up the offertory collection, organize the offertory procession and distribute the bulletin. Training is provided.



*Time:* Every week at the assigned Mass; arrive ten minutes before Mass and stay for ten minutes after Mass.

## Parish Service

*The Parish offers us many opportunities to use our gifts in the service of others. Is God inviting you to serve in one of the following ministries?*

### Babysitting Ministry Y

If God has blessed you with gifts to care for children up to age 3, we offer you a great opportunity to share your gifts. You will be helping parents participate more fully in the Eucharist. High school students provide this care at the 8:30 and 10:30 a.m. Masses during the school year and at 10:30 a.m. Mass during the summer. Students can earn their volunteer hours serving in this ministry. *Time:* Once a month.

### Bereavement Ministry

Has God gifted you with patience, compassion, and good listening skills? As a bereavement minister, you will assist families with funeral preparations and reach out to those grieving the loss of a loved one. Training and support is provided. *Time:* Varies depending on the needs of the family.

### Catholic Women's League

The CWL is a national organization rooted in gospel values, calling its members to holiness through service to all God's people. Our chapter meets monthly and engages in fundraising to support its charitable initiatives. Meetings feature guest presenters to address areas such as spiritual development, Christian family life, and education. All Catholic women age 16 and older are welcome.

*Time:* Meetings are held on the first Monday evening of the month, September through June.

### Coffee Sunday Ministry Y

Our Coffee Sundays offer a great opportunity for parishioners to get to know one another better. If you enjoy meeting people, this could be the ideal ministry for you. You are part of a team of 3 or 4 people that organizes and serves the refreshments.

*Time:* Once a month at the Mass of your choice.



## Collection Counter

Offertory collections are counted on Sunday mornings. You will record donations and sort envelopes. You are good at counting money and enjoy working on a team.

*Time:* Usually scheduled once per month.

## Funeral Luncheon Ministry

You help prepare and serve a lunch for bereaved families as they gather in the parish hall after the funeral liturgy. Would you be willing to assist the CWL captains prepare for these lunches in the hall kitchen? Your gift of compassion is greatly appreciated by the grieving families and our faith community.

*Time:* You help with the funeral lunches during the month for which you volunteer.

## Knights of Columbus

This fraternal and social organization of Catholic men embraces service to the Church, community, family and youth. As a Knight you will enjoy good fellowship, help organize parish activities, raise funds for charities and support each other. All Catholic men over 18 are welcome to join.

*Time:* Meetings are held on the first Tuesday evening of the month, September through June.

## Liturgical Environment Y

The liturgical seasons, particularly Advent/Christmas and Lent/Easter, provide opportunities to enhance our worship space through the use of banners, flowers and other seasonal arrangements. If God has blessed you with a creative flair, we encourage you to join this ministry. *Time:* Several hours per season.

## Parish Office Assistance

You can make a difference by offering a few hours to put inserts into bulletins and collate materials for mail-outs. God has blessed you with the ability to work on a team and pay attention to details. We invite you to add your name to the list of parishioners who help when office assistance is needed. *Time:* Two hours on a Friday afternoon once or twice a month.

## Prayer Line Ministry

Are you willing to pray daily for the people and intentions on the prayer list? Has God blessed you with the gifts of faith and intercessory prayer?

A Prayer Line captain will call you as requests are made. You choose the form, time and length of prayer.



## Social Events Committee Y

Have you been blessed with organizational skills and a friendly personality? Our parish would like your help to offer a number of social events each year including a barbeque, parish dance, and talent night. *Time:* The Committee will meet as required.

## Welcome Desk Ministry Y

You assist parishioners with registrations and Mass cards, and provide information on parish activities. Training is provided. *Time:* Once every three or four weeks. Arrive 15 minutes before Mass and stay for 15 minutes after Mass.

## Young at Heart/Seniors on the Move

These two programs enable seniors (male and female) to:

- \* engage in a weekly, exercise program of warm ups, stretching and aerobics combined with light weights - followed by social time over coffee, and
- \* meet socially in a weekly afternoon of cards - bridge, euchre and rummoli; no registration is required; light refreshments are provided.



Two joint luncheons provide the opportunity to interact, make new friends and participate in other parish activities.

## Children and Youth Ministry

*Ministries for Children and Youth are the basis on which our faith community will continue to grow. Do you have gifts to work with the young? Is God inviting you to serve in one of these ministries?*



## Youth Ministry Advisory Board Y

Are you looking for ways to help engage our youth in the life of the Parish and grow in their faith? Join our Youth Ministry Advisory Board and help in the development of activities and programs for our youth. Your vision and faith commitment will help guide the Parish in its ministry to our youth.

*Time:* The Board meets on a regular basis.

## Sacrament of Reconciliation Preparation

Would you like to help our young people (Grade Two or older) and their parents in deepening their knowledge and understanding of this Sacrament and their Faith? The parents are invited to participate in two meetings to reflect upon what this Sacrament means in their life. Opportunities to share your gifts include sharing your experience of Reconciliation with the parents, preparing art work, assisting with administration and prayer partnering.

## Sacrament of Confirmation Preparation



Would you like to help our young people (Grade Eight or older) and their parents in deepening their knowledge and understanding of this Sacrament and their Faith? Opportunities to share your gifts include leading small groups of students in faith formation, helping with the retreat days for both the Confirmation candidates and their parents, preparing art work and prayer partnering.

## Elementary Classroom Visits to the Parish

Would you like to help the Coordinator of Youth Ministry and teachers when our elementary students visit the Parish? Each elementary school class from our four schools make a one day field trip to our church each year. During these school day visits students receive a tour of the church, participate in the sacraments of Reconciliation and Eucharist and engage in conversations of faith and Christian living.

## High School Retreats

Do you enjoy being with young people? Would you like to help in planning and facilitating a high school retreat? Our high school students are invited to retreat away for a day or a weekend twice a year. The topics and activities focus on nourishing the participant's faith journey, and celebrating and sharing what it means to be a young Catholic in today's world.

## 24 Hours of Service

Do you enjoy being with young people? Would you like to help in planning and facilitating this annual event? Students between Grades



Ten and Twelve participate in a number of service opportunities, reflection activities and social events. The intention of this event is to deepen the participants understanding of the call of every Christian into service.

## Outreach Ministries

*Jesus asks us to reach out and help people. "For I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me, I was naked and you gave me clothing, I was sick and you took care of me, I was in prison and you visited me."  
(Mathew 25:35-36)*

### Eucharistic Minister to the Homebound

Our parish community includes parishioners who live at home but for health reasons are not able to attend Mass. You will have the privilege of bringing them Holy Communion and visiting with them on Sundays. Training will be provided.

*Time:* Varies depending on the number of people visited.

### Eucharistic Minister to Nursing Homes

Our parish community includes parishioners who reside in Nursing Homes and are unable to attend Sunday Eucharist. You will have the privilege of bringing them Holy Communion and visiting with them. You can choose a day that suits your schedule. Training will be provided.

*Time:* Varies depending on the number of people visited.

### Hospitality North Ministry Y

Hospitality North provides meals free of charge for 75 to 125 members of the community each Thursday evening from 5:00 to 6:30 p.m. from October to April. The volunteers are drawn from Colborne United, New St. James Anglican, Trinity Lutheran and St. Michael's. We help in set-up, preparing and serving the food, and clean-up.

*Time:* Two hours once every month.



### Mother Teresa Outreach to the Needy Y

Have you been blessed with a compassionate heart and the ability to see the face of Christ in those in need? This ministry of service helps those in our parish area who are in need of emergency assistance for food and other necessities.



*Time:* The group meets on the third Tuesday of the month at 7:00 p.m.

### Pro-Life Ministry Y

Would you like to be kept informed about pro-life issues and activities? Please join this ministry and help share information about pro-life issues and the activities of the pro-life groups in London. We shall help to promote the pro-life message in the Parish.



*Time:* The group will meet several times a year.

### Refugee Committee Y

The Refugee Committee assists the refugee family sponsored by the Parish. It administers the St. Michael's Refugee Fund and keeps the Parish informed about the family's progress. It provides guidance to the Social Justice Committee and Pastoral Team on refugee issues.

*Time:* Meets several times a year. Provides help to the family as required.

### Social Justice Committee Y

Our purpose is to heighten the consciousness of parishioners about issues of justice, through education and involvement in social action. We act as a liaison to the Pastoral Team, bringing items to their attention and exploring ideas and needs presented by them. Members participate in monthly meetings and optional ad hoc committees.

*Time:* A two-hour meeting a month and extra time commitments for some projects.

### Youth Action Centre

The Youth Action Centre is a drop in centre for Street Youth located in the downtown core. Over 80 young people use its services on a daily basis. The ministry involves buying food to feed the youth for one day a month and delivering it to the Centre. The youth make their own meals of sandwiches, vegetables and fruit. Many of the other partners helping the Centre are churches.

*Time:* Two hours once a month.

## Faith Formation

*The Parish has several small faith sharing groups that bring people together to pray and share faith. We invite you to join one.*



### Bible Study Group

The participants study and discuss the bible readings for the upcoming weekend Mass. The group also studies a particular part of the bible during Advent and Lent.

*Time:* The meetings are held once a week for one to two hours.

### Marriage Preparation Ministry

As a married couple, you will share the rewards of your sacrament with engaged couples. A team of married couples presents this weekend course. As a team member, you will relate your experience of married life and encourage engaged couples as they approach the sacrament. You may serve as host couples, presenters, prayer couples, or assist in the organization of the weekend.

*Time:* Several hours, one weekend a year, in February.

### Meditation Group

The group meets weekly to encourage twice daily meditation at home. The John Main Method involves the group in sharing, prayer, listening to a short audio tape and timed meditation. No previous experience in meditation is required.



*Time:* The meetings are held once a week on Wednesdays at 4:15 p.m.

### Ministry of Moms Sharing

An eight-week program where mothers of all ages can come together, follow a preset journaling program, and share and examine their role as mother. A small group of four to six women is required. A leader is provided.

### RCIA Sponsor

*(Rite of Christian Initiation of Adults)*

Journey with an RCIA candidate and help him/her grow towards full initiation into the Catholic Church. Be part of the team that welcomes, encourages, and supports those who inquire about our faith. You will also revitalize your own faith and make new friends. Prospective sponsors meet with the Pastoral Minister to discuss the process.

*Time:* Once a week on Wednesday evenings from November until May.

### Rosary Guild

Our primary purpose is making missionary rosaries. These rosaries are given free to those in need of one. We also make rosaries for sale – for First Communion, Confirmation, anniversaries etc.

*Time:* Two evenings a month for two hours.

### Simplicity Circle

If life just gets too busy, you need to make time for this! A Simplicity Circle is a comfortable way of gathering with others to reflect on and make choices about the way you want to live. Based on Christian principles, it supports people who are interested in learning about “voluntary simplicity” and using it in their own lives. Small groups meet in homes and use a guidebook.

*Time:* Ten sessions.

### Small Christian Community

Are you interested in exploring your faith as a member of a small Christian community? Groups of six to eight are formed and resources provided to bring people together to pray and share faith. The group determines what course of study they will pursue such as a section of Scripture.



*Time:* Varies according to the group.

## Pastoral Planning, Administration & Communications

*Do you have gifts for planning, organization, finance, communications or leadership? This is your Parish and the Pastoral Team seeks your help in administering it. Please consider sharing your gifts in one of these ministries.*



### Parish Council Y

Parish Council is a consultative body that assists the Pastor in guiding the overall care and ministry of the Parish. It develops and implements priorities for the Parish based on the Diocesan Pastoral Plan. Its members are elected by parishioners each May for a three-year term. Two youth representatives are appointed for a two-year term.

*Time:* The Council meets once a month and the meetings are open to parishioners.

### Liturgy Committee Y

If God has blessed you with an appreciation of the beauty and power of liturgy, we invite to join our Committee. Its members assist the Pastor in planning and evaluating all liturgical celebrations.

*Time:* One meeting a month.

### Finance Committee

The Finance Committee is a consultative body that provides advice and recommendations to the Pastor concerning the overall fiscal operations of the Parish. It determines what is financially feasible, prudent, and sound financial practice. The Committee prepares an annual operating budget and a five-year capital plan, and monitors the financial performance during the year. It assists in the Human Resources function. Its members are appointed by the Pastor.

*Time:* The Committee meets once a month.

### Property Maintenance Committee

Do you have a background in building design, maintenance, and function? You will advise the Pastor about the development and maintenance of buildings and grounds.

*Time:* The Committee meets on an as needs basis.

### Stewardship Committee Y

The Stewardship Committee helps parishioners to grow in their faith by becoming good stewards of the gifts they have received from God. It guides and nurtures the stewardship process within the Parish. This includes providing education about the theology and practices of stewardship, organizing a stewardship renewal of time, talent and treasure, and collaborating with other parish ministries.

*Time:* The Committee meets on a monthly basis.

### Telephone Ministry

Would you like to phone parishioners and invite them to participate in a ministry at St. Michael's? This service of calling parishioners on behalf of the Parish is part of the annual Stewardship Appeal. Calls are made from your home and training is provided.

*Time:* One training meeting and several hours' calling during the annual Appeal.

### Communications Committee

This committee guides the Parish in its media communications and provides oversight for the parish newsletter and website. Has God blessed you with expertise in writing, editing, marketing or website development? If so, please communicate with us!

*Time:* Varies according to task and time available; the Committee meets once every two months.

### Newsletter Team Y

Has God blessed you with skills in creative writing, editing, photography, graphic design or marketing? Our new parish newsletter (to be published at Christmas, Easter and in September) will keep parishioners informed about parish activities, feature stories about good stewards in our parish, and be a means of connecting parishioners to the Parish and their faith.

*Time:* Varies according to task and time available.

### Website Tech Team Y

Do you have an interest in website design and programming? Our website tech team is developing a parish website and is looking for more members including high school students.

*Time:* Varies depending on the task.