# All Saints Catholic Church

Stewardship Directory



# Our Prayer For Stewardship

Oh Father, giver of life and source of our freedom, we are reminded by the Psalmist that this is yours, "the Earth and its fullness; the world and those who dwell in it." We know that it is from your hand that we have received all we have and are and will be. Gracious and loving God, we understand that you call us to be the stewards of your abundance, the caretakers of all you have entrusted us. Help us always to use your gifts wisely and teach us to share them generously. May our faithful stewardship bear witness to the love of Christ in our lives. We pray with grateful hearts, in Jesus' name, Amen.

# **Table of Contents**

Parish Information	6
Office Hours	6
Liturgy Schedule	6
Parish Staff	6
*Listing of Parish Ministries & Orga	anizations*
LITURGICAL MINISTRY	
Worship	
Altar Server	7
Banners	7
Eucharistic Minister	7
Eucharistic Minister Cup	7
Take Up Gifts	7
Lector (Reader)	8
Sacristan	8
Usher	8
Greeter	8
Rosary	8
Funeral	
Altar Server	9
Eucharistic Minister	9
Lector (Reader)	9
Sacristan	
Rosary	9
Banners	10
Funeral Luncheon - Dessert	10
Funeral Luncheon - Server	10

# Music

Cantor	11
Instrumentalist	11
Children's Choir	11
ADULT MINISTRY	
Social Ministry	
Coffee and Donuts (Sundays)	12
Feeding America Mobile Food Pantry	12
Red Cross Blood Drive	12
Knights of Columbus	12
Fish Fry	12
Community Yard Sale	13
All Saints Feast Day	13
Prayer Blankets & Pocket Prayers	13
Welcoming Committee	13
Faith Formation	
Women's Bible Study	14
Magnificat Moms'	14
Men's Bible Study	14
OCIA Sponsor	14
OCIA Team Member	15
Provide Food Items OCIA	15
Campfire Catechism	15
Christian Service	
Bring Eucharist To Homebound	15
Bring Eucharist To Nursing Home	16
Bring Eucharist To Hospital	16
Willing To Offer Rides to Mass	16

# CHILD, YOUTH & FAMILY

# **Religious Education**

Catechist K-717
Catechist Aide17
Catechist Substitute17
Children's Liturgy
VBS Helpers18
Youth Ministry
MS / HS Team18
Small Group Team19
N.E.T Meals19
N.E.T Host Families19
Fundraising Committee19
Baccalaureate Breakfast19
Bishop Baraga Academy
Bishop Baraga Academy  Event Planning20
Event Planning20
Event Planning

# **Event Hospitality**

Family Night	22
Wedding Steward	22
Art & Environment	
Interior Plant / Flower Care	23
Holiday Decorations Set Up / Take Down	23
Hall Set Up / Take Down	23
Buildings and Grounds	
Building and Grounds Committee	24
Adopt A Station	24
Bell Garden	24
Exterior General Maintenance	24
Fall Cleanup	25
Skills Trade (Plumbing, Electrical, Painting)	25
Councils	
Parish Life	26
Finance	26
Pastoral	26

# \*PARISH INFORMATION\*

# **PARISH OFFICE**

500 Iroquois Drive, Fremont, MI 49412

231-924-7705 office@allsaintsfremont.org

# **OFFICE HOURS**

Summer (Memorial Day – Labor Day): Mon/Wed 9am-1pm Tues/Thurs/Fri: Closed (Available by phone and email)

Regular: Mon/Wed/Thurs: 9am-1pm
Tues/Fri: Closed (Available by phone and email)

# LITURGY SCHEDULE

Mass Prayer Service

Sunday: 9AM Tuesday-Thursday: 9AM

**Monday:** 9AM Please come through front doors

**Reconciliation:** 8-8:30AM Sunday

By Appointment – Contact parish office

# **PARISH STAFF**

Pastor: Rev. Peter Schafer

Business Manager: Stephanie Pankiewicz

**Religious Education:** Shannon Siuda

Youth Ministry: Erin Duba
OCIA: Shannon Siuda

**Accounting:** Nienhuis Financials

Music Director: Bob Voyt

Bishop Baraga Academy Director: Dr. Shari Ann McCarty

# \*Liturgical Ministry\* Worship

# **Altar Server**

**Description:** Boys and girls, after grades 2 and up; men and women of any age to assist priest at liturgies.

**Time commitment:** About once a month, and attend initial training (training dates will be announced as available).

**Talent to Share:** Willingness to learn about the liturgy and desire to serve.

Contact Person: Denise Hudson gerbervillemom@gmail.com or contact the office.

# **Banners**

**Description:** Changing banner colors in the sanctuary to the correct liturgical event. **Time commitment:** About ten minutes after a mass if liturgical color change is needed.

Talent to Share: Willingness to learn about the liturgical changes in the church.

**Contact Person:** Stephanie Pankiewicz

# **Eucharistic Minister**

**Description:** Assist the priest in distributing the Body of Christ during liturgy.

**Time commitment:** Typically one liturgy per month. Attend initial training and formation.

**Talent to Share:** Gift giving and welcoming. Must have received the sacrament of Confirmation.

**Contact Person:** Stephanie Pankiewicz

# **Eucharistic Minister Cup**

**Description:** Assist the priest in distributing the Blood of Christ during liturgy.

**Time commitment:** Typically one liturgy per month. Attend initial training and formation.

**Talent to Share:** Gift giving and welcoming. Must have received the sacrament of Confirmation.

**Contact Person:** Stephanie Pankiewicz

# **Taking Up Of Gifts**

**Description:** Bring the gifts forward during liturgy.

**Time commitment:** Typically three to four times a year.

Talent to Share: Gift giving

Contact Person: Stephanie Pankiewicz

# **Lector (Reader)**

**Description:** Proclaim scripture at weekend worship, or Monday, and other special and seasonal liturgies.

**Time commitment:** One time a month; not including special liturgies. *Preparation:* Study and rehearse readings (in your own time).

Talent to Share: Public speaking and faith. Must have received the sacrament of Confirmation.

**Contact Person:** Stephanie Pankiewicz

# Sacristan

**Description:** Prepare worship space and coordinate all liturgical ministers before, during, and after liturgy. Initial training opportunity.

**Time commitment:** One time a month; not including special liturgies.

**Talent to Share:** Dependable, good at working with people, and knowledge of liturgy.

**Contact Person:** Stephanie Pankiewicz

# Usher

**Description:** Help parishioners and guests to open seating before liturgy, help with tithing collection.

**Time commitment:** Typically one to two times a month; not including special liturgies.

**Talent to Share:** Dependable, good at working with people, and friendly.

**Contact Person:** Stephanie Pankiewicz

# <u>Greeter</u>

**Description:** Welcome parishioners and guests as they enter the church. Be the first point person in welcoming guests.

Time commitment: One time a month

**Talent to Share:** Good at working with people, and friendly.

**Contact Person:** Stephanie Pankiewicz

# Rosary

**Description:** Provide prayer of the rosary at funeral home or church for the families of the deceased. There is a script to follow to help if needed.

**Time commitment:** Typically 35 minutes before mass, as needed. **Talent to Share:** able to pray the rosary, friendly, comforting.

**Contact Person:** Stephanie Pankiewicz / Linda Hagen

#### **Funeral**

# **Altar Server**

**Description:** Boys and girls, after grades 2 and up; men and women of any age to assist priest at funeral liturgies.

**Time commitment:** As needed, and attend initial training (training dates will be announced as available).

**Talent to Share:** Willingness to learn about the liturgy and desire to serve.

Contact Person: Wendy Peacock peacock@ncats.net

# **Eucharistic Minister**

**Description:** Assist the priest in distributing the Body of Christ during liturgy.

**Time commitment:** As needed. Attend initial training and formation.

**Talent to Share:** Gift giving and welcoming. Must have received the sacrament of Confirmation.

Contact Person: Wendy Peacock

# **Lector (Reader)**

**Description:** Proclaim scripture at weekend worship and other special and seasonal liturgies. **Time commitment:** As needed. *Preparation:* Study and rehearse readings (in your own time). **Talent to Share:** Public speaking and faith. Must have received the sacrament of Confirmation.

**Contact Person:** Wendy Peacock

# Sacristan

**Description:** Prepare worship space and coordinate all liturgical ministers before, during, and after liturgy. Initial training opportunity.

**Time commitment:** One time a month; not including special liturgies.

**Talent to Share:** Dependable, good at working with people, and knowledge of liturgy.

**Contact Person:** Wendy Peacock

# Rosary

**Description:** Provide prayer of the rosary at funeral home or church for the families of the deceased.

**Time commitment:** Typically one hour, as needed.

**Talent to Share:** able to pray the rosary, friendly, comforting.

**Contact Person:** Wendy Peacock

# **Banners**

**Description:** Changing banner colors in the sanctuary to white for funeral liturgy and back to regular liturgical color after funeral.

**Time commitment:** About ten minutes before and after a mass if liturgical color change is needed.

**Talent to Share:** Willingness to learn about the liturgical changes in the church.

Contact Person: Wendy Peacock

# **Funeral Luncheon: Dessert**

**Description:** Bring in a dish for funeral luncheon following mass.

**Time commitment:** Prepare item at home, drop off at church morning of funeral services.

**Talent to Share:** Ability to cook or prepare a dessert to share with others.

Contact Person: Wendy Peacock

# **Funeral Luncheon: Server**

**Description:** Help prepare coffee, lemonade, set out prepared dishes, set our dishware for event. Help refill items and clean after luncheon.

**Time commitment:** Typically 1-3 hours depending on your ability; as needed.

**Talent to Share:** Helpful heart, friendliness.

**Contact Person:** Wendy Peacock

# Music

# **Cantor**

**Description:** Someone who is able to sing with and along to both the We Gather, and We Worship accompaniment books/ hymnals.

**Time commitment:** Practice is 1x a week for about an hour and 1 hour 1x a month on Sunday during mass.

**Talent to Share:** A desire to perform to one's best ability knowing that you play a big part in inspiring to the congregation to sing with joy from the heart.

**Contact Person:** Bob Voyt voyt@ncats.net

# Instrumentalist

**Description:** Someone who is able to play an instrument with and along to both the We Gather accompaniment books used at All Saints along with the various Mass Settings used throughout the year.

**Time commitment:** Typically 1-3 hours depending on your ability; as needed.

**Talent to Share:** A desire to perform to one's best ability knowing that you play a big part in inspiring to the congregation to sing with joy from the heart.

Contact Person: Bob Voyt

# **Children's Choir**

**Description:** A child who would like to join in on singing hymns and has the desire to learn liturgical music.

**Time commitment:** Typically 1-2 hours of practice during the week or before mass, then 1x a month on a Sunday during mass.

**Talent to Share:** A desire to perform to one's best ability knowing that you play a big part in inspiring to the congregation to sing with joy from the heart

Contact Person: Bob Voyt / Shannon Siuda

# \*Adult Ministry\*

# **Social Ministry**

# **Coffee and Donut (Sundays)**

**Description:** Serving coffee and donuts to parishioners after mass. **Time commitment:** Typically once a month for approximately 2-3hrs

**Talent to Share:** Friendliness and a willingness to help others.

Contact Person: Stephanie Pankiewicz

# **Feeding America Mobile Food Pantry**

**Description:** Helping distribute different food items to people in our community who are in need.

Time commitment: Typically 1-3 hours

**Talent to Share:** Serving our community, friendliness, physically able to help pack groceries.

Contact Person: Steve Pope scpope39@yahoo.com

# **Red Cross Blood Drive**

**Description:** Helping set-up / take down, serving lunch, checking people in. **Time commitment:** Typically 1-3 hours depending on your ability; as needed.

Talent to Share: Organization, friendliness

Contact Person: Joe Nook or KofC

# **Knights Of Columbus**

**Description:** An organization within the catholic church that volunteers their time serving others.

Time commitment: Dependent on availability; monthly meetings

**Talent to Share:** Helpful heart, giving back to community, dedication, **Contact Person:** Bob Voyt / Joe Nook / Roger Dore / Any knight available

# Fish Fry Volunteer

**Description:** Many positions available to help; sign-ups in December / January.

**Time commitment:** Typically 1-5 hours depending on your availability; as needed.

Talent to Share: Helpful heart, friendliness, ability to help prepare meals, serving others in the

community.

Contact Person: Gina Hall (gpalm8925@yahoo.com)

# **Community Yard Sale**

**Description:** Help set-up / take down items in the hall; organize and set out items for sale; help

people check out with their items

Time commitment: Varies on availability

Talent to Share: Helpful heart, friendliness, committing to serve the community

**Contact Person:** Stephanie Pankiewicz

# **All Saints Feast Day Help**

**Description:** Help set up hall, prepare or donate dishes, help clean up.

**Time commitment:** Varies, depending on your ability.

**Talent to Share:** Enjoys celebrating our church, friendliness, willingness to help.

Contact Person: Jeff Duba

# **Prayer Blanket & Pocket Prayers**

**Description:** Sewing prayer blankets for those in need of comfort during times of difficulty. And also knitting or crocheting pocket prayers that people can carry with them. To remind them of God's love and care.

**Time commitment:** In your free time.

**Talent to Share:** Ability to sew, knit or crochet. **Contact Person:** Arleen Frost (616) 581-4256

# **Welcoming Committee**

**Description:** A committee that would be in charge of welcoming new parishioners, reaching out to those who haven't attended in a couple weeks, setting up a meal train for those sick, injured, or have become a new parent.

Time commitment: Dependent on availability; as needed

**Talent to Share:** Helpful heart, ability to connect with people, friendliness, organization.

**Contact Person:** Stephanie Pankiewicz

#### **Faith Formation**

# Women's Bible Study (Tuesday)

**Description:** A women's Bible study

**Time commitment:** Typically 1-2 hours, every week at 10am **Talent to Share:** Openness to learn more about the Bible

**Contact Person:** Stephanie Pankiewicz

# **Magnificat Moms' Study**

**Description:** A study that is for women with children at all stages of life.

Time commitment: Typically 1-2 hours, twice a month at 6:30pm

Talent to Share: A desire to learn more about how our motherhood is serving to the Lord based

on biblical information and lessons. **Contact Person:** Madison Kartes

# **Bible Study**

**Description:** A study for men of faith who would like to learn more about the Bible.

Time commitment: Typically 1-2 hours

Talent to Share: A desire to learn more about your relationship with the Lord during fellowship

with other men.

Contact Person: Clark Patton

# **OCIA Sponsor**

**Description:** A person who is willing to sponsor a candidate going through the OCIA program with support and encouragement that points them towards the Lord.

**Time commitment:** Typically 1-3 hours depending on your availability; as needed.

**Talent to Share:** Familiarity with the OCIA program, wanting to share your faith foundation with others who need support during their time of learning, and a heart that has a desire to help those learn about the catholic faith.

Contact Person: Shannon Siuda

# **OCIA Team Member**

**Description:** Someone who can help support Shannon during OCIA with various tasks, or even the ability to fill in a day when she is not available.

**Time commitment:** Typically 1-3 hours; as needed. Wednesday evenings.

Talent to Share: Helpful heart, An ability to help share the religious information to help guide

others grow on their path to coming in to the church.

Contact Person: Shannon Siuda

# **Provide Food Items For OCIA**

**Description:** Provide a light meal for our OCIA candidates, (sandwiches, soups, snacks, etc.)

**Time commitment:** Minimal, can just drop off items, 1x a month

Talent to Share: Support for our candidates as they go through this journey with compassion

and love to share with new members.

Contact Person: Shannon Siuda

# **Campfire Catechism**

**Description:** Someone to help set-up/take down, help watch kids during the event, help

prepare a meal.

Time commitment: Typically 2 hours

Talent to Share: Ability to help move tables/chairs if needed, background check if helping with

kids, ability to cook a meal.

Contact Person: Shannon Siuda

#### **Christian Service**

# **Bring Eucharist to Homebound**

**Description:** Someone who can bring Eucharist to those who cannot come to Mass.

Time commitment: As needed/ available

**Talent to Share:** The sacred ability to share the Eucharist with those that are homebound. Must have a server card from the Diocese after training. \*Please see insert on additional information regarding this.

Contact Person: Denise Hudson

# **Bring Eucharist to Nursing Home**

**Description:** Someone who can bring Eucharist to those who cannot come to Mass.

**Time commitment:** As needed/ available

Talent to Share: The sacred ability to share the Eucharist with those that are in a nursing home.

Must have a server card from the Diocese after training. \*Please see insert on additional

information regarding this.

**Contact Person:** Denise Hudson

# **Bring Eucharist to Hospital**

**Description:** Someone who can bring Eucharist to those who cannot come to Mass.

**Time commitment:** As needed/ available

**Talent to Share:** The sacred ability to share the Eucharist with those that are at the hospital.

Must have a server card from the Diocese after training. \*Please see insert on additional

information regarding this.

Contact Person: Clark Patton / Denise Hudson

# Willing To Offer Rides to Mass

**Description:** Someone who is willing to drive others to Mass who may not otherwise be able to

go.

Time commitment: As needed.

**Talent to Share:** Helpful heart, friendliness, ability to drive safely.

**Contact Person:** Stephanie Pankiewicz

# \*Child, Youth, & Family\*

# **Religious Education**

# Catechist K-7

**Description:** K-7<sup>th</sup> Catechists participate in the mission of Christ by teaching the truths of the faith and helping children develop a lasting relationship of faith in Jesus.

**Time commitment:** Sunday mornings from 10:15am – 11:30am starting in October through April.

**Talent to Share:** Basic knowledge of faith, a love for teaching children how to pray, and how to develop a friendship with Jesus. \*Must have background on file and VIRTUS trained.

Contact Person: Shannon Siuda

# **Catechist Aide**

**Description:** Participates in the mission of Christ by assisting the Catechist to ensure that the environment is suitable for learning and adequate preparation is completed as needed.

**Time commitment:** Sunday mornings from 10:15am – 11:30am starting in October through March/April

**Talent to Share:** A spirit of service, a willingness to contribute to conversation when necessary and help group discussions. \*Must have background on file and VIRTUS trained.

Contact Person: Shannon Siuda

# **Catechist Substitute**

**Description:** Fill in for our primary catechists, ensuring that each class can continue to grow in knowledge and love of Christ each week.

**Time commitment:** As needed; catechists will typically call in advance, though on occasion, a substitute may be needed last minute.

**Talent to Share:** Flexibility and the aptitude to teach without a lot of preparation. \*Must have background on file and VIRTUS trained.

Contact Person: Shannon Siuda

# Children's Liturgy

**Description:** Similar to catechists; participate in the mission of Christ by teaching the truths of the faith and helping children develop a lasting relationship of faith in Jesus. Providing a liturgy that is helpful to children to understand and learn from.

**Time commitment:** Sunday during mass, 1x every 4-6 months for about 20 minutes.

**Talent to Share:** Basic knowledge of liturgy, a love for teaching children how to pray, and how to understand the mass for younger ages. \*Must have background on file and VIRTUS trained.

Contact Person: Shannon Siuda

# **VBS Helpers**

**Description:** VBS helpers participate in the mission of Christ by making it possible for children in our parish to have a week-long summer experience. Teens and adults are needed to help with group leaders, crafts, snacks, music, setup/takedown.

**Time commitment:** VBS week (Date to be determined)

Talent to Share: Love of children and willingness to share your faith with them

Contact Person: Stephanie Pankiewicz / Karla Barnes / Shannon Siuda

# **Youth Ministry**

# **Youth Ministry Adult Team**

**Description:** Adults ready to build relationships with teens in a large group setting.

**Time commitment:** Available Wednesday OR Sunday Nights with Middle School OR High School teens. Usually most of our large groups will be on Sunday nights. Please check with Erin on the many various opportunities

**Talent to Share:** Must be authentic, mature, real, able to listen and laugh and able to be wrong. You can learn as you go.

Contact Person: Erin Duba \* Background check must be on file and VIRTUS trained

# **Hospitality Coordinator**

**Description:** Adults who want to bless teens with food.

**Time commitment:** Manage snacks/food for Youth Nights as All Saints. 1-2x a month **Talent to Share:** Good at organizing food- contacting other parents to share snacks.

Contact Person: Erin Duba

# **Small Group Team**

**Description:** Adults ready to build relationships with teens in a small group setting.

- · Small Group Host: The adult hosting their home/organizing snacks
- · Small Group Leader: Planning for and facilitating the small group

**Time commitment:** Meeting on a week night that the group decides on. Can be Mon-Thurs night. Twice a month.

**Talent to Share:** Must be authentic, mature, real, able to listen and laugh and able to be wrong. You can learn as you go. And to deepen your faith.

Contact Person: Erin Duba \* Background check must be on file and VIRTUS trained

# **NET Meals**

**Description:** Sign up to make a meal for our NET missionaries, whether for time in your home, or a quick drop off so that they can stay well fed while working hard in our community.

Time commitment: As needed

**Talent to Share:** Ability to cook, and have a serving heart.

Contact Person: Erin Duba

# **NET Host Families**

**Description:** Sign up to host a group of 2-5 of our NET missionaries in your home.

**Time commitment:** Typically 2-7 days or as needed.

Talent to Share: A home accommodating to share with 2-5 NET missionaries. Rooms separate

from the family and able to host meals/send packed lunches.

Contact Person: Erin Duba

# **Fundraising Committee**

**Description:** A committee that comes together to help think of fundraising ideas for our Youth here at All Saints in conjunction with Erin Duba's planning for them. (Retreats, study nights, etc)

**Time commitment:** Dependent on availability

**Talent to Share:** Creative ideas, willing to work as a team.

Contact Person: Erin Duba

# **Baccalaureate Breakfast**

**Description:** Helping to plan and donate time to make sure our seniors have a wonderful breakfast celebration before graduation.

**Time commitment:** Dependent on what you are helping with, could be 1-2 hours, 1x a year.

**Talent to Share:** Ability to decorate, cook, serve.

# **Bishop Baraga Academy**

# **Event Planning**

**Description:** People to help setup/takedown, prepare a dish, organize items, etc. when an event is planned. A group of people that Baraga can contact when they need extra hands to help.

**Time commitment:** As needed; based on your availability.

Talent to Share: Helpful heart, ability to move tables/chairs, organization, make a dish, lots of

talent options!

Contact Person: Shari McCarty

# **Homespun Holidays**

**Description:** Help with setup/takedown, decorate Christmas trees, kitchen (lunch) help, baked goods help, and cashier.

Time commitment: Typically 1-3 hours depending on your availability

**Talent to Share:** Organization, crafty, friendly, willingness to support the children at BBA.

Contact Person: Wendy Peacock

# **Love On The Move**

**Description:** To help be a contact person during the fundraiser; someone to hand out information at the table after mass, talk to our community about what Love on the Move is, share fundraising information.

**Time commitment:** Typically 1-3 hours depending on your availability; 1x a year

**Talent to Share:** Good with communicating, friendliness

**Contact Person:** Shari McCarty

# **Mardi Gras Fundraiser**

**Description:** Many options available to help with. Setup/takedown, help with clean up, serving dishes, etc.

**Time commitment:** Approximately 1-4 hours; 1x a year

Talent to Share: Ability to move table/chairs, can help clean, cook, serve, friendliness

**Contact Person:** Randy Kinsey

# **Classroom Volunteer**

Description: Someone who is willing to volunteer their time in the classroom supporting

children at BBA and our teachers. Extra support during special events

**Time commitment:** As needed, dependent on your availability.

**Talent to Share:** Love of children, friendliness, ability to support other adults in classroom.

**Contact Person:** Shari McCarty \*Must have background check on file

# **Share Your Talent Volunteer**

Description: Come in and share a talent that you have with our kids at BBA! Whether it is

applesauce making, cooking/baking, art, music, reading, come share your talent.

**Time commitment:** However much time you need to share your talent.

Talent to Share: many talents are welcome

Contact Person: Shari McCarty \*Must have background check on file

# **Intergenerational Programming / Adopt A Grandparent**

**Description:** Commission on Aging, Wellspring Day Program and BBA events that unite the elderly with the young for the mutual benefits of intergenerational events such as lunch, crafts, games, and music.

**Time commitment:** Varies; as needed.

**Talent to Share:** A loving compassion for the elderly and children alike. Creativity, friendliness and a willingness to support the community.

**Contact Person:** Shari McCarty

# **School Board Volunteer**

**Description:** Participating in board and committee meetings, staying informed on academy matters, and supporting the board's decisions.

Time commitment: Typically 1-2 hours 1x a month, depending on your availability

Talent to Share: A strong support to the success of BBA with good insights and ability to

volunteer to help support these programs.

**Contact Person:** Shari McCarty

# \*Parish Life \*

#### **Administrative**

# **Offertory Counter**

**Description:** Someone who can count money and keep things organized during count. Basic counting skills needed. Must be approved by Father; must have a background check on file.

**Time commitment:** Typically 1-2 hours; 1x a week (Mostly Mondays)

Talent to Share: Ability to account for money given during offertory, organizational skills, ability

to work as a team.

**Contact Person:** Stephanie Pankiewicz

# **Event Hospitality**

# **Family Night**

Description: Help volunteer to run various things, (setup/takedown, food, games, movie, craft,

etc.) Bring your ideas for a fun family night!

**Time commitment:** Typically 1-3 hours, 1x every 3-4 months

**Talent to Share:** Crafty, helpful, creative, fun-loving.

Contact Person: Stephanie Pankiewicz

# **Wedding Steward**

**Description:** Someone who can help watch over and serve during a wedding reception. Making sure that things run smoothly in and around the building, help with cleaning at the end of the night, making sure guests are staying safe during the reception; there are various roles for this.

**Time commitment:** Typically 4-5 hours depending on your availability; as needed.

Talent to Share: A genuine care for the wedding guests on their special day, willingness to help

with them find and manage items around the reception.

Contact Person: Stephanie Pankiewicz

# **Art & Environment**

# **Interior Plant / Flower Care**

**Description:** Someone who is able to come in to the church to water plants/trees in the church.

To help maintain plant and flower life.

Time commitment: Minimal, around your availability.

Talent to Share: A green thumb; the ability to monitor when plants/flowers need to be

watered.

**Contact Person:** Stephanie Pankiewicz

# **Holiday Set Up / Take Down**

**Description:** A person(s) who can help decorate the church around holidays (Christmas, Fall,

Easter, Palms, etc).

**Time commitment:** 1x every couple of months, time dependent on your availability.

Talent to Share: An eye for helping spruce up our church around major holidays or holy days.

**Contact Person:** Stephanie Pankiewicz

# Hall Set Up / Take Down

**Description:** A group of people that can be called to help move tables when there will be an

event at the church.

**Time commitment:** Typically 1 hour as needed.

**Talent to Share:** Ability and strength to move table and chairs.

**Contact Person:** Stephanie Pankiewicz

# **Buildings and Grounds**

# **Buildings & Grounds Committee**

Description: A group if individuals that come together to help maintain the buildings and

grounds at All Saints. A group that can head up projects at All Saints

Time commitment: As needed

**Talent to Share:** Someone who is able to help support Joe Nook with the many various projects that happen around All Saints. An ability to see what needs to be done and work with the

finance committee to achieve these goals.

**Contact Person:** Joe Nook

# **Adopt A Station**

**Description:** A person or family that is able to adopt a station of the cross when one is available. To maintain the area around the station to help encourage visitors to return to the stations and enjoy their time praying.

**Time commitment:** Dependent on your availability; items like weeding, planting flowers is what is being committed to.

**Talent to Share:** The love to help keep our stations cleaned up and beautified for many to enjoy.

**Contact Person:** Bob Voyt

# **Bell Garden**

**Description:** Help maintain and upkeep of the bell garden. Keep weeds and leaves cleaned out, maybe help plant and prune flowers.

**Time commitment:** Dependent on your availability

Talent to Share: Green thumb, someone who enjoys keeping the grounds beautiful

**Contact Person:** Wendy Peacock

# **Exterior General Maintenance**

**Description:** Someone who is willing to help keep the exterior of All Saints in top shape. Handle setting up starting the sprinkling system, work with the lawn care company, work on various outdoor projects, etc.

**Time commitment:** Dependent on your availability; as needed.

Talent to Share: Someone who is familiar with lawn care, working with exterior care

companies, and is able to help projects around the exterior of All Saints.

Contact Person: Joe Nook

# **Fall Cleanup**

**Description:** Someone who can come and help do basic leaf cleaning around the flower beds.

Maybe moving some sticks out of the yard, basic fall care.

**Time commitment:** Dependent on your availability; 1x a year.

**Talent to Share:** Pride in helping keep All Saints looking well and taken care of.

**Contact Person:** Joe Nook

# **Skills Trade (Plumbing, Electrical, Painting)**

**Description:** Person or people that are skilled in a particular trade that can help around All Saints with various smaller projects. There are small projects that don't really need a company to come in, but would be helpful in completing certain items. (Paint bathroom, replace nozzle head, etc)

**Time commitment:** Varies, dependent on size of project and persons availability; as needed.

**Talent to Share:** Plumbing, Electrical, Painting. **Contact Person:** Joe Nook / Stephanie Pankiewicz

#### Councils

# **Parish Life**

**Description:** A bridge to communication for happenings around All Saints church.

**Time commitment:** 1x a month for about 1-2 hours

Talent to Share: A passion for supporting All Saints and the many activities and ministries that

are happening.

**Contact Person:** Denise Hudson

# **Finance**

**Description:** A Person who would like to help support Father on making financial decisions that affect our parish and the ministries we support.

**Time commitment:** Typically 2hrs; 1x every other month. Currently on Mondays after 9am mass. 2 year terms

**Talent to Share:** A basic understanding of how financials work, the ability to work as a committee to support Father in the decision making concerning financials. An ability to give an opinion on how some things could operate and the ability to listen and be open to others ideas/opinions.

**Contact Person:** Father Pete / Stephanie Pankiewicz

# **Pastoral**

**Description:** To be considered for membership on the Pastoral Council, a person must be willing to participate in prayer and study, prepared to give time and attention to the work of the council, able to dialogue and interact with other members, be dedicated to advancing the common good of the parish as a whole.

**Time commitment:** Typically 1-2 hours; 1x every 4<sup>th</sup> Tuesday every 3 months

**Talent to Share:** A willingness to learn the operations of the Catholic church liturgically.

**Contact Person:** Father Pete

