

# Christ the King Time and Talent Ministry Directory

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Greetings in Christ our King! Thank you for considering how God is calling you to be a good steward of your time and talent.

Stewardship is awareness that our resources of time, talent, and treasure are gifts from God. It is an essential part of our Christian mission, giving back to God the gifts that we have been given, through service and ministry to our community. Your time and talent helps keep our parish alive, healthy, and thriving.

All of these ministries are opportunities for parishioners to use their own specific gifts to enhance and support the mission of Christ the King Parish, “making God known, loved, and served.”

Please review each ministry and prayerfully consider where the Lord is calling you to serve our parish family.

All school families who are seeking active parishioner status must complete the Time & Talent Form.

In Christ,  
Fr. Steve

## Highlighted Ministries:

**These are ministries that have a specific need for parishioner involvement. Please prayerfully consider if God is calling you to share your time and talents in one of these ministries.**

\*Cantor/ Choir/ Instrumentalist  
Eucharistic Adoration

\*Liturgical Ministries (Lector & Extraordinary  
Ministers of Holy Communion)

\*Sacristy and Sanctuary Cleaner

\*Social Life Committee

\*Sunday Sacristan

\*Youth Ministry

Ministry positions that have an asterisk(\*) help school families fulfill their requirement to be considered active parishioners and thus receive reduced tuition in our parish school and local Catholic high schools.

## Music Ministries

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**Adult Liturgical Choir** The choir is heard at 10:30 Sunday Mass each week during the choir season and for special solemnities, feasts, and special liturgies. Choir season lasts from Labor Day through Christmas/Epiphany, and February through Easter/Corpus Christi. The choir sings a wide variety of liturgical music, including chant, polyphony, hymnody, and contemporary worship. Parishioners of all musical abilities are welcome, and at our weekly rehearsal we practice skills such as reading music and vocal/choral technique. Please join our choir family.

**Cantor** The cantors of Christ the King are strong leaders and exceptional musicians. They must be able to lead the congregation in song as well as demonstrate a well-rounded knowledge of their faith. They fulfill an important role throughout the year.

**School Choir** The school's liturgical choir, open to grades 4-8, provides music for the 1:45 PM school Mass during the week, as well as other special liturgies for the parish. The choir meets Tuesday from 3 - 4:15 PM, where we rehearse hymns for the coming School Mass, play choir games, and learn extra music for other events throughout the year. Members who are interested in being a cantor must audition and practice extra times per week with the Music Director to prepare. **Parent chaperones** are also needed for choir outings and practices. Safe Environment Training is needed.

**Instrumentalist** We welcome instrumentalists especially for special liturgies, prayer evenings, retreats, feasts and solemnities, and even on some Sunday Masses. There is a place for all instruments, string, woodwind, brass, and percussion.

## Liturgical Ministries

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**Altar Server** Children (5th grade and older) and adults assist at the altar during Sunday and weekday liturgies. Training provided.

**Art and Environment Committee** Volunteers create a beautiful and prayerful worship space in the church for all the church liturgical seasons and special Masses. No experience is necessary.

**Extraordinary Minister of Holy Communion** Assist at liturgies by distributing the Body and Blood of the Lord. Training provided.

**Lector** Proclaim the Word of God at Mass. Training provided.

**Master of Ceremony** As an MC, experienced altar servers perform special tasks at Sunday Mass, assist at major liturgies (Triduum, Confirmation, etc.), and serve as leaders and mentors for younger servers.

**Minister of Hospitality/Usher** Welcome and assist all parishioners and visitors joining us for Sunday Mass. This ministry is open to all ages and families are welcome to serve together. Training provided.

**Offertory Gift Bearer** Families or individuals bring the gifts to the altar during Sunday Masses.

**Sunday Sacristan** Arrive early to set up everything needed for Sunday Mass. Training provided.

**Welcome Desk** Volunteers stand at the Welcome after weekend Masses to greet and answer any questions that guests may have about the parish. Time commitment is 15 minutes each assigned weekend. Training is provided.

# Christian Formation

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**Children's Liturgy** Ministers escort children from the 8:45am and 10:30am Masses prior to the readings and homily. Instructions are provided for those that minister. Leaders proclaim the readings and gospel to the children and lead them in a short reflection on the readings. Reflections are provided. Leaders are asked to serve about 1 time per month. *Safe Environment Training is required.*

**Parish Retreat Committee** Assists in planning retreat opportunities for our parish community. Committee will also be instrumental in planning our Parish Mission. (1 hour/month)

**Religious Education Program (REP)** Faith formation for home and public school students of the parish through 8<sup>th</sup> grade. **Catechists and substitutes** are needed. *(Safe Environment Training is required.)* Classes meet for one week in the summer and 3-4 times during the school year for Intergenerational Meetings.

**Rite of Christian Initiation of Adults (RCIA)** Spiritual formation for non-Catholics seeking Sacraments of Initiation (Baptism-Confirmation-Eucharist) or full initiation into the Catholic Church. **Sponsors and Team Members** are needed. **Sponsor** Commitment varies with candidate needs. **Team Members** assist at Sunday dismissals and weekly meetings. (2-3 hours/week Sept-May)

**Rite of Christian Initiation of Children (RCIC)**

Catechists are needed and would meet with children ages 7-13 to help prepare them for the Sacraments of Initiation 2-3 times each month for one hour each time. Safe Environment training is required

**Small Group Leader** Small faith sharing groups gather together to deepen their faith throughout the Lenten Season. **Group leaders** are responsible for using the provided materials to facilitate small group discussion. **Hosts** provide a welcoming environment for small group meetings. (3 hours/week for 12 weeks per year)

**St. Gianna Moms Group** Moms gather for monthly meetings to share community, grow in faith, and discuss various topics. **Childcare volunteers** *(Safe Environment Training is required)* are needed the second Thursday of each month.

**Surviving Hearts (Widow/ Widower) Community** Ministry opportunity for widows and widowers who are interested in working with the pastoral staff to plan, organize, and participate in community activities for others who have lost a husband or wife in the parish. Events will be service, prayer and community oriented. (2-3 hours/month)

**Young Adult Ministry Board** Parishioners in their 20's and 30's gather together for prayer, community and to plan events for other young adults in the parish.

**Youth Ministry** needs **chaperones** and **meeting volunteers**. Chaperones are needed for our larger/off site/overnight events. Meeting volunteers are adults who are witnesses of Christian discipleship and would attend/assist at weekly Sunday night meetings. Adult time commitment can be limited to individual events or weekly participation. *Safe Environment Training is required.*

# Christian Action Commission

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**Casserole Program** Weekly service for the Center for the Homeless and the YWCA. Families or individuals are provided with a pan and recipe and supply their own ingredients to make a large casserole and deliver it to church. (1.5 hours- 4-5 times/year)

**Commission Member** Meet once a month to initiate and coordinate community outreach and justice ministries. Activities include community involvement and social justice education.

**Food Pantry Food Deliverers** Parishioners are needed to pack perishable and non-perishable food items from the food pantry and deliver to area families during the day. *Must be available during the hours of 8am-4pm Tuesday, Wednesday & Thursday.* A delivery usually takes 1 hour.

**Pack-a-Lunch Program** Parishioners make sandwiches and assemble sack lunches for the Center for the Homeless. (1 hour 4-5 times year).

## Parish Life Ministries

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**Adoration of the Blessed Sacrament** Parishioners commit to spend one hour in prayer before the Blessed Sacrament on designated Fridays.

**Collection Counter** Count the weekly Mass tithes collections on Sunday morning. Parishioners work as teams on a rotation schedule. (3 hours/month)

**Funeral Luncheon Crew Leader** Volunteers help set up the social hall, serve the meal and clean as needed. Training will be provided. If interested, please call the parish office. Time and commitment would be determined by the number of funerals.

**Funeral Luncheon Food Provider** Parishioners prepare salads and desserts for the luncheon. You will receive a phone call from a volunteer on a rotation schedule. Time and commitment would be determined by the number of funerals.

**Funeral Luncheon Callers** Volunteers call parishioners to get food donations. (7-10 times a year)

**Healthwin Ministry** Healthwin is a nearby nursing facility. Parishioners are needed to push patients in wheelchairs from their rooms to Sunday Mass in the Healthwin chapel. Commitment is approx. one Sunday every month. **Extraordinary Ministers of Holy Communion** are also needed here and may be scheduled more frequently.

**Eucharistic Minister to the Homebound** Parishioners visit those who are homebound or in a nursing home due to illness or age, bringing them Holy Communion and fellowship. In order to be trained, it is helpful to be an **Extraordinary Minister of Holy Communion**, though this is not required.

**Newcomer and Welcoming Committee** Help newcomers to our parish feel more welcome by contacting them after they've registered, providing tours of the church grounds, or setting up for gathering to introduce them to our parish and parish activities. Time commitment would be about 3-4 times a year for about 1 hour each time.

**Prayer Line** Prayer warriors join a long-standing, extensive prayer chain network within our parish through phone calls or email.

**Rectory Office Volunteer** Parishioners handle general office duties such as stuffing the bulletin, mailings, etc. (As needed basis)

**Sacristy Laundry** Wash and iron sacristy laundry on a rotation schedule. (4-6 times/year)

**Sacristy and Sanctuary Cleaners** Weekly light cleaning (vacuuming, dusting, etc.) of the sacristy and sanctuary areas. *This is a great ministry for families!* (2 hours 3 times/year)

**St. Helen Divorce Ministry** St. Helen Divorce Ministry is a parish ministry that serves those who have experienced the pain of going through a divorce. We seek to help these folks feel supported and loved by the Church as they go through the healing process.

**Social Life Committee** The mission of this committee is to help cultivate our parish as a family of families who know, love and serve one another. Committee members meet monthly to help plan social events for our parish community that include, but are not limited to the parish picnic, Brewfest, trivia nights, fish fry, and receptions.

- **Brewfest Volunteer** Volunteers needed to help plan and organize our annual parish celebration.
- **Doughnut Sunday Volunteer** Parishioners coordinate and serve doughnuts the first Sunday of each month after 7:00, 8:45 and 10:30 AM (Sept., Oct., Nov., Feb., Mar.). We are looking for adult and teen volunteers. (1-2 hours)
- **Parish Receptions** Volunteers are needed to help plan and organize Receptions after the Mass of Remembrance, Presbyterial Ordinations and other parish special receptions held throughout the year.
- **Parish Picnic** Parishioners are needed to help cook, set-up and tear down, lead games, and assist with other picnic duties.
- **Social Life Committee Member** Committee members meet monthly to help plan social events for our parish community.
- **Trivia Night** Parishioners are needed to help organize, set up and tear down, lead games and assist with other duties for Trivia Night.
- **Vocation Chalice Program** Families agree to take the Vocation Chalice home from Mass and pray for vocations during that week. (3-5 times/year)

# Parish School Ministries

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**Catechesis of the Good Shepherd** Parishioners are needed in a variety of roles; as catechists, catechist assistants, and to make various catechetical materials. Needed talents include making paper cut-outs, sewing, artistic drawing, painting, calligraphy and woodworking. Catechists are required to attend training. Time commitment varies. *Safe Environment Training is required.*

**Home and School Association (HASA)** All school parents are encouraged to serve on numerous committees during the school year, and to be available for other occasional needs. HASA is an umbrella for all extra-curricular and fundraising activities within the school.

**Scout Volunteer** Adult parishioners are needed to act as troop leaders, for boy and girl scout troops for elementary and high school aged students.

## Seasonal Ministries

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**Giving Tree** Parishioners deliver Christmas gifts to families and nursing home residents in Clay Township. Parishioners are needed to make medallions for the trees and to sort and deliver gifts. Sign-up sheets will be posted in the church vestibule in November.

**Holiday Food Basket Delivery** Parishioners are needed to pack and deliver food baskets to needy families at Thanksgiving and Christmas. Sign-up sheets will be posted in the church vestibule a few weeks prior to each holiday.

**Parish Auction/Dinner** Parishioners are needed to help plan and prepare for our parish dinner auction. (Every other year)

**Seasonal Choir** Seasonal choir members are typically experienced singers who are comfortable reading and learning music quickly. Rehearsals are held on Wednesday evenings from 7-9 PM beginning in late fall, and extra rehearsals are often scheduled as the choir requires it. Announcements for this choir can be found in the bulletin. This is great ministry for those who cannot commit to a full choir season.

**Vacation Bible School** One-week program in the summer for children ages 4 to 9 (entering 4th grade). **Coordinator** and many parishioners are needed to serve as **group and activity leaders** as the children engage in songs, stories, crafts, skits, and snacks. Volunteers must at least be in the 5<sup>th</sup> grade. *Safe Environment Training is required.*

# Christ the King Time and Talent Ministry Sign Up

Updated February 2020

If you are filling out the form for more than one person, please print the individual name next to the ministry. Thank you.

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

Liturgical Ministries	New	Renew	Remove
<b>Please list Mass Preference</b>			
Altar Server			
Art & Environment Committee			
Extraordinary Minister of Holy Communion (EMOHC)			
Lector			
Master of Ceremony (9-12 grade)			
Minister of Hospitality/Usher			
Offertory Gift Bearer			
Sunday Sacristan			
Welcome Desk			
Music Ministries	New	Renew	Remove
Adult Choir			
Cantor			
Instrumentalist			
School Choir			
Christian Formation	New	Renew	Remove
Children's Liturgy of the Word Volunteer			
Childcare Volunteer for Parish Events <small>(i.e. St. Gianna Moms Group, Parish Retreats, etc.)</small>			
Religious Education Program <small>Please circle one</small> Catechist      Aide			
Rite of Christian Initiation (RCIA & RCIC) <small>Please circle one</small> Team Member   Sponsor   Catechist			
Small Faith Group Leader			
St. Gianna Moms Group Member			
Christian Action Commission	New	Renew	Remove
Casserole Program			
Commission Member			
Food Pantry Deliverer <small>Must be available from 8am-4:30pm M-F</small>			
Pack a Lunch Program			

Parish Life Ministries	New	Renew	Remove	
Adoration of the Blessed Sacrament				
Collection Counter				
Funeral Luncheon <span style="color: red;"><small>Please circle one</small></span>				
Crew Leader   Caller   Worker   Food Provider				
Healthwin Ministry <span style="color: red;"><small>Please circle one</small></span> EMOHC   Mass Helper				
Eucharistic Minister to the Homebound				
Newcomer and Welcoming Committee				
Prayer Line				
Sacristy Laundry				
Sacristy & Sanctuary Cleaners				
Surviving Hearts (Widow/er)				
Vocation Chalice Program				
Parish School Ministries	New	Renew	Remove	
Catechesis of the Good Shepherd Volunteer				
Home and School Association Member				
Scout Volunteer   Girl   Boy				
Social Life Ministries	New	Renew	Remove	
Brewfest				
Doughnut Sunday				
Fish Fry				
Parish Receptions				
Parish Picnic				
Parish Auction/Dinner <small>(event held every other year)</small>				
Social Life Committee Member				
Trivia Night				
Seasonal Ministries				
Giving Tree				
Holiday Food Basket Delivery				
Seasonal Choir				
Vacation Bible School <span style="color: red;"><small>Please circle one</small></span> Activity   Group Leader   Coordinator				
Youth Ministry	<small>Please circle one</small>	New	Renew	Remove
Chaperone   Meeting Volunteer				

**All school families seeking active parishioner status must have a Time and Talent form on file in the parish office.**

# Christ the King Time and Talent Ministry Sign Up

Special Talents and Interests: These will be kept on file for future parish needs.

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

TALENT/INTEREST/	Name
Attorney	
Artist	
Carpenter/Woodworker	
Cooking/Baking	
Housecleaning	
Coaching	
Data Entry	
Electrician	
Gardener	
Graphic Designer	
Interior Designer	
Masonry	
Mechanic	
Musician	
Nurse	

TALENT/INTEREST/	Name
Law Enforcement (Police, Fire, EMS, etc)	
Painter	
Party Planner	
Personal Shopper	
Photographer	
Plasterer/Drywall/Paper Hanger	
Plumber	
Public Speaking	
Scrapbooking	
Seamstress/Tailor	
Tutor/Teacher	
Writer/Editor	
Others: (visiting with people, etc.)	

What other ministries do you think we should offer as a parish?

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Do you have any needs that could be served by our parish community?

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Could your workplace offer any resources or services to our parish community?

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**All school parents must have Time and Talent form on file in the parish office.**