

# 2017- 2018 STEWARDSHIP SIGN UP

- Please use one form for each person, OR indicate which family member for each ministry. PLEASE PRINT.
  - **EVERYONE IS REQUIRED TO SIGN UP ANNUALLY, EVEN TO KEEP YOUR CURRENT INVOLVEMENT.**
  - Some Ministries require "In Full Communion" which means you have celebrated the sacraments of Baptism, Eucharist and Confirmation, and are married in the church (if applicable) will be marked with this symbol ❖
  - **All volunteers need to attend the "Called to Protect" workshop which is offered online.**
  - Ministry Coordinators will contact all. If you are not contacted, please contact the Parish office.
  - If new to the parish, please also fill out a Registration Form available in the Gathering Area
  - Please be aware: by signing up for a ministry, you will receive emails from the church such as liturgical schedules.
  - **ALL MASS ministries need more people; ALL other ministries welcome more members**
- ☹ = Coordinator needed      ❖ = in Full Communion required

PLEASE FILL IN ALL FIELDS

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

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

City: \_\_\_\_\_ email: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Age (If under 17 yrs): \_\_\_\_\_

If you do NOT wish your names or photos of you and your family to appear on our website or Facebook page, please initial here \_\_\_\_\_

Please check the **ONE** Mass you would prefer to be SCHEDULED for

SATURDAY @ 5PM  SUNDAY @ 10 AM  No Preference

<b>OPERATIONS</b>	<b>Description</b>	<b>New</b>	<b>Current + continuing</b>	<b>Coordinator or willing to help</b>
Art & Environment ☹	Organize rotating art displays in the Gathering Area			
Building Lock Up	After weekend Masses, ensure all lights are off & all external entry doors are secure and locked.			
Connections - Gift Store	Serves as info centre and gift shop			
Divine Grounds ☹ (Coffee Shop)	Prepare and serve coffee, tea, juice and cookies after weekend Masses.			
Sacred Garden ☹	Jobs: grass cutting, weeding, etc.			
Landscape(not Sacred Garden) ☹	Jobs: grass cutting, weeding, etc.			
Handyman/Handywoman ☹	Assist with ongoing maintenance and repair. Experience an asset.			
Plant Care	Water plants in the building each week			
Recycling ☹	Collecting the recycling regularly and hauling to eco depot.			
Snow Shoveling	Responsible for clearing of sidewalks and walkways as needed. Weekends or weekdays.			

<b>ADMINISTRATION</b>	<b>Description</b>	<b>New</b>	<b>Current + continuing</b>	<b>Coordinator or willing to help</b>
Together In Action	Assist with annual Together In Action charitable parish campaign			
Church Decorating	Decorating the Church for Liturgical celebrations at Christmas & Easter			
Collection Counters	Each team of 4 parishioners count collection once every 4 weeks on Monday mornings.			
Grocery Card Fundraiser	Sell grocery cards before and after weekend masses or join the admin team with the weekly paperwork			
Church Library	Look after the lending and return of the small library of books and videos			
Office Assistance	Assist in parish office during office hours on a regular or occasional basis			
Harvest Moon Festival Fellowship, Food & FUNdraising	Major annual parish fundraiser, will be on Nov 4 this year. Plus other FUNdraising events during the year.			
Pick-Up Supplies	Occasionally or on a regular basis, pick up supplies in Cochrane/Calgary.			
Transportation to Mass	Providing a ride to Mass or appointments occasionally or regularly.			
Social Media	Website & Facebook page management & maintenance.			
Water Valley Cemetery ☹️	Mark plots when necessary and arrange for mowing and snow plowing as needed			
<b>EDUCATIONAL</b>	<b>Description</b>	<b>New</b>	<b>Current + continuing</b>	<b>Coordinator or willing to help</b>
Alpha program	Covering the basics of the Christian faith through talks and discussions.			
Baptism Prep Team	Visit parents requesting baptism to welcome them or teach a Baptism prep class once a month at the church			
Confirmation Prep Team	2 volunteers needed Wed. Jan 17, 6:30 - 8 pm to help with registration			
First Communion Prep Team	3 volunteers needed Wed. Jan 10, 6:30 pm - 8 pm to help with registration			
First Reconciliation Prep Team	3 volunteers needed Wed. Jan 10, 6:30 pm - 8 pm to help with registration			
RCIA Catechist or Sponsor ❖	Make presentations to, or journey with interested non-Catholics			
RCIA CANDIDATE Rite of Christian Initiation for Adults	Adult & teen non-Catholics learning about the Catholic faith. Thurs 7:15pm			
RCIC Catechist or Sponsor ❖	Make presentations to or journey with non-Catholic children & their parents			
RCIC CANDIDATE Rite of Christian Initiation for Children	Non-Catholic children 7+ years learning about the Catholic faith.			

<b>OUTREACH</b>	<b>Description</b>	<b>New</b>	<b>Current + continuing</b>	<b>Coordinator or willing to help</b>
Development & Peace ☹️	Diocesan/community/national outreach for those in need			
Feed The Hungry	Volunteer at St Mary's Cathedral in Calgary to help serve a meal at Easter &/or Thanksgiving			
Helping Hands	Helping Seniors and others on an "as needed" basis throughout the year			
Cochrane Food Drives	Helping with the Activettes Spring & Fall Food Drives			
St. Timothy's Breakfasts ☹️	Volunteer to be at St. Tim's school Mon. or Wed. 8:45 - 9 am &/or donate juice, yogurt or muffins.			
Welcoming Committee	Contact new parishioners to welcome them to St Mary's & organize welcoming events.			
<b>SOCIAL</b>	<b>Description</b>	<b>New</b>	<b>Current + continuing</b>	<b>Coordinator or willing to help</b>
Cat Chat Kids Club	Grades 1-4, one evening each month Oct-May. Based on Cat Chat program			
Fire On The Mount	At Mount St Francis for Youth ages 13 - 18. The first Sunday of each month at 6:30 pm Come for games, music, a DVD talk, Adoration & Friendship			
Knights of Columbus	A fraternal organization of Catholic men working to create a better world through charity. Join us and live out your faith in the spirit of helping others, and serving your parish and community. Meet the second Tues. of each month at 7:30 pm			
Ladies of St. Mary's	All Ladies welcome, meet for spiritual, educational & social activities. Meet 2nd Wed of each month at 7 pm			
Rosary Makers	Make mission rosaries Wed. 9:30-11 am and socialize			
Seniors Luncheon ☹️	Lunch for seniors one day each month			
St. Mary's Mothers' Group	Moms of young kids supporting each other to grow in faith and fellowship every second Wed morning after Mass + babysitting for kids.			
Youth Group	Grades 5-7, meeting one Friday evening each month, beginning in Oct			

LITURGICAL	Description	New	Current + continuing	Coordinator or willing to help
<b>All Liturgical Ministry Coordinators need to attend a Liturgy Meeting about once a month.</b>				
<b>All Liturgical Ministry volunteers must attend a Workshop with Fr. Dennis in October</b>				
Adoration of the Blessed Sacrament (Holy Hour)	Saturdays 11 am - 12 noon. A few minutes for set up and put away, about once every six weeks.			
Altar Servers	Boys & Girls, Grade 3 & up who have completed their first Eucharist. Altar Server training is required and will be provided by the Altar Server Coord			
Children's Sunday Circle: Ages 3-5 years	Childrens Liturgy of the Word Sunday Mass. Adult leaders/ helpers needed			
Children's Liturgy: Ages 6-8 years	Childrens Liturgy of the Word Sunday Mass. Adult leaders/ helpers needed			
Eucharistic Ministers ❖☹	Distribute Communion at Mass			
Funeral: Adult Altar Servers	As required, may be weekdays			
Funerals: Lunch/Baking Committee	As required. Coordinators, helpers and bakers needed, please indicate			
Funerals: Greeters	As required, may be weekdays			
Funeral: Power Point Op	Run slide show of hymns, may be weekdays, as required			
Gift Bearers	Bring gifts to altar during Mass			
Greeters ☹	Welcome all at Church doors			
Marian Prayer Group	Meets Tues. after 7:00 pm Mass			
Music Ministry & Youth Choir	Singers, cantors, pianists, and instrumentalists of all ages welcome Practice 1st & 3rd Wed. evenings Youth Choir Mass 2nd Sun. each month + practice Wed evening before			
Power Point Operator	Run the slide show during weekend Mass & announcements. (Added benefit of being able to remain seated during Mass ☺)			
Prayer Chain	Pray a prayer of your choice each day, for all of the prayer intentions received.			
Readers/Lector	Adults and High School age youth proclaim the Scripture readings			
Sacristan	Set up for Weekend Masses by preparing the Sacred vessels for the celebration of Mass.			
Sacristy Caretaker ☹	Replace candles & maintain Sacristy			
Sacristy Laundry	Wash & iron small altar linens & wash albs for altar servers. Linens about 8 - 10 Sundays/year and Albs about 1-2 times per year for each volunteer.			
Ushers ☹	Take up collection and distribute bulletins			