



Ministry Directory

Christ the King Catholic Church

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South Bend, IN 46637
fax 574-273-6702

“Make God Known, Loved and Served”

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.

Ministry positions underlined 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.

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 “highlighted ministries”.

Choir

Eucharistic Adoration

Marriage Enrichment Team

Newcomer/Welcoming Committee

Sacristy and Sanctuary Cleaner

Social Life Committee

Sunday Sacristan

Youth Ministry

LITURGICAL MINISTRIES

Altar Server Children (5th grade and older) and adults assist at the altar during Sunday and weekday liturgies, as well as funerals, weddings, and other special Masses. Training provided.

Art and Environment Committee Works with the Director of Music & Liturgy to create a beautiful and prayerful worship space. (8-10 hours/year)

Extraordinary Minister of Holy Communion
Assist at liturgies by distributing the Body and Blood of the Lord. Training provided.
(1 hour/week)

Lector Proclaim the Word of God at Mass. Training provided. (1.5 hours/week)

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. (1.5 hour/week)

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.
(1/2 hour)

MUSIC MINISTRIES

Adult Choir Adults and teens needed for Sunday Masses and other major liturgies. Rehearsals are Wednesday evenings at 7:00 p.m. (3 hours/week)

Hand Bell Choir is a very fun, collaborative ministry that makes beautiful, exciting music throughout the year and at special liturgies like Christmas Midnight Mass. Anyone can learn to play hand bells, and it is a great way to meet new parishioners and friends! We will meet weekly on Wednesdays 6-7 PM in the choir loft. Rehearsals will begin in the fall,

so be looking for more announcements in the future. If you have any questions, please contact Jessica, and please consider joining this ministry!

Cantor Serve as leaders of song for Sunday Masses and other parish liturgies. Training provided. (2 hours/week)

Instrumentalist Play instruments at Masses and other liturgies. (2 hours/week)

CHRISTIAN FORMATION

Marriage Enrichment Team Help provide food and serve couples attending Marriage Enrichment sessions (time commitment would be dependent on the number of times one would volunteer to provide or serve food OR help facilitate the Marriage Enrichment sessions. A brief training would be provided to enable the facilitator role. (Time commitment for facilitating would be approximately 6 times a year for 3 hours each time.)

Marriage Preparation Couple Married couples mentor engaged couples in a relaxed home setting. Training provided.

Parish Retreat Committee Meet with the Director of Adult Faith Formation to assist 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 8th grade. **Catechists, aides, and substitutes** are needed. (3-4 hours/week Sept-April) *Safe Environment Training is required.*

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)

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** are needed the second Monday of each month.

Surviving Hearts (Widow/ Widower) Community Ministry opportunity for widows and widowers who are interested in working with the Director of Adult Faith Formation 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 reaches out to middle and high school aged teens encouraging them to become stronger disciples of Jesus Christ. Adults are needed to help in this effort. Adults can work with young people by becoming **chaperones** and **young adult (YA) volunteers**. YA volunteers are those between the ages of 18-35 (married or single) who live in the community and are witnesses of Christian discipleship. Chaperones are needed for our larger or off site events. Adult commitment can be limited to individual events or weekly participation. *Safe Environment Training is required.*

CHRISTIAN ACTION COMMISSION

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. (2 hr/month Sept-May)

Food Pantry Deliverer Parishioners are needed to pack up food from the food pantry and deliver to area families during the day. ***Must be available during the hours of 8am-4pm.*** A delivery usually takes 2 hrs.

Pack-a-Lunch Program Parishioners make sandwiches and assemble sack lunches for the Center for the Homeless. (1 hour- 6-8 times year).

PARISH LIFE MINISTRIES

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)

Doughnut Sunday Volunteer Parishioners coordinate and serve doughnuts the last 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)

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. If you are interested in this important, please call Linda at the Parish Office 272-3113 ext 315.

Funeral Luncheon Volunteer Provide hospitality to families after funeral Masses. Parishioners make calls for food donations, prepare food, set up, and serve or clean up after the luncheons.

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.

Ministers 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.

Our Lady of Sorrows Bereavement Ministry Volunteers needed to companion parishioners who are experiencing loss. Training is provided to prepare each OLS minister to enter into relationship with grieving parishioners. (Time varies but generally includes 1 hour/week)

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)

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. Committee works closely with Director of Adult Faith Formation.

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.

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

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

Community Garden Parishioners work together to plant, cultivate, tend, and pick from our community garden. Help is needed in the spring to prepare and plant, throughout the summer to weed, water, and pick, and in the fall to prepare for winter. All levels of gardening experience are welcome. (Time commitment varies with availability.)

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 Sings for major solemnities. They join other ensembles in rehearsing for Christmas and Easter seasons and the Great Triduum. (2 hours/week during 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 5th grade. *Safe Environment Training is required.*

Christ the King Time and Talent Ministry Sign Up

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
Please list Mass Preference			
Altar Server			
Art & Environment Committee			
Extraordinary Minister of Holy Communion			
Lector			
Minister of Hospitality/Usher			
Offertory Gift Bearer			
Sunday Sacristan			
Music Ministries	New	Renew	Remove
Adult Choir			
Cantor			
Instrumentalist			
Handbell Choir			
Christian Formation	New	Renew	Remove
Children's Liturgy of the Word Volunteer			
Marriage Enrichment Team			
Marriage Preparation Couple			
Parish Retreat Committee			
Religious Education Program <small>Please circle one</small> Catechist Aide			
Rite of Christian Initiation (RCIA) <small>Please circle one</small>			
Sponsor Team Member			
Small Faith Group Leader			
St. Gianna Moms Group Member			
Childcare Volunteer			
Surviving Hearts (Widow/er)			
Young Adult Ministry Board			
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			
Doughnut Sunday Volunteer			
Funeral Luncheon Committee <small>Please circle one</small>			
Food Provider Caller Worker Crew Leader			
Healthwin Ministry			
Extraordinary Minister of Holy Communion			
Mass Helper			
Ministers to the Homebound			
Newcomer/Welcoming Committee			
Our Lady of Sorrows Bereavement Ministry Volunteer			
Prayer Line			
Sacristy Laundry			
Sacristy & Sanctuary Cleaners			
Social Life Committee Member			
Brewfest			
Fish Fry			
Parish Picnic			
Parish Receptions			
Vocation Chalice Program			
Parish School Ministries	New	Renew	Remove
Catechesis of the Good Shepherd Volunteer			
Home and School Association Member			
Scout Volunteer Girl Boy			
Seasonal Ministries	New	Renew	Remove
Community Garden			
Parish Auction/Dinner			
Seasonal Choir			
Vacation Bible School <small>Please circle one</small> Activity Group Leader Coordinator			
Youth Ministry	New	Renew	Remove
Chaperone			
Young Adult Volunteer			

All school parents must have 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	
Child Care for Parish Events	
Carpenter/Woodworker	
Cooking/Baking	
Housecleaning	
Coaching	
Data Entry	
Electrician	
Gardener	
Graphic Designer	
Interior Designer	
Masonry	
Mechanic	
Musician	
Nurse	

TALENT/INTEREST	Name
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?

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

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

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