

Ministry Catalog

2016



St. Mary Parish

401 North St.

Chardon, Ohio 44024

440-285-7051

Fax: 440-286-3886

www.stmarychardon.org

Parish Mission Statement

*We, the Roman Catholic Community of St. Mary Parish,
under the patronage of our Blessed Mother,
will proclaim, celebrate and live our faith in God
who is Father, Son and Holy Spirit
and who sanctifies us
in word and sacrament.*

REMINDER:

To receive the most up-to-date information, please be sure to always consult the Parish Bulletin for the "Meetings This Week" schedule of events.

ADMINISTRATIVE PARTNERSHIP

Buildings & Grounds Committee

Volunteers assist the pastor and staff in maintaining the physical plant and surrounding parish area. Meets as needed.

Certificate Program

Gift cards from many local vendors are sold to parishioners who wish to use them for future purchases. The parish/school receives a percentage back as an incentive.

Collection Counters

With the pastor's approval, volunteer teams rotate counting the Sunday collection every 4-6 weeks and make the bank deposit.

Finance Council

With the pastor's approval, those with business and legal expertise meet monthly as a consultative body regarding the financial needs of the parish.

Messenger Newsletter

Our St. Mary's Messenger newsletter is printed three times a year and sent to all registered households.

Parish Council

With the pastor's approval, parishioners serve a three-year term and meet monthly as a council. They discuss and make proposals regarding the pastoral life of the parish as a consultative body.

Website Committee

Helps to design and update our parish website. Volunteers should have HTML skills and be able to work with other groups in the parish regarding their needs on the website. Meet as needed.

Weekend Office Assistants

Volunteers greet guests in the parish office before and after weekend Masses and assist with parish information, new registrations, and deliveries/communications to parish staff members. Brief training is provided.

CARING PARTNERSHIP

Bereavement

Volunteers support families who grieve the death of a loved one by providing and/or serving a luncheon on the day of the funeral, and giving prayerful support throughout the year. Each November volunteers assist with an evening *Mass of Remembrance* and small social.

Blood Pressure Screening

Volunteers with a background in healthcare assist with screening and information for parishioners after Masses on the 1st weekend of the month.

Bloodmobile

The American Red Cross provides an opportunity to donate blood several times a year; consult weekly bulletin. Volunteers assist with registration and instructions.

Couple-To-Couple Support

Trained married couples meet as needed with engaged couples for consultation, support and education regarding the Sacrament of Marriage and Family Life.

▼ Extended Care for Students of St. Mary School

Adult volunteers supervise all students who must remain on campus before/after school hours. Open from 7:00-9:00am and 3:30-6:00pm.

Mary's Helpers – Cleaning Support

Volunteers reorganize the pews as well as dust and vacuum the church's interior each Monday morning. More extensive cleaning is done before Christmas and Easter. Cleaning supplies provided.

Ministry of Praise

Leader provides a monthly calendar of prayer intentions/parish activities to connect homebound parishioners with parish life. Calendars are distributed by the clergy on First Fridays; Samaritans distribute them throughout the week.

Prayer Line

Prayer intentions are received by the contact person listed in the index, who then calls the prayer request to a network of people committed to offering intercessory prayer to God on their behalf. Telephone members convey prayer requests immediately; others receive a weekly email.

Prayer Shawl/Hat Team

Volunteers meet the 3rd Sunday of the month (1-2:30pm in the Community Room) to knit and crochet prayer shawls/hats; then these are prayed over and blessed by one of our clergy. Any parishioner may take a finished prayer shawl/hat from the Community Room for someone who is experiencing a particular joy or sorrow of life as a physical sign of our parish's prayers and support.

PARTICIPATING PARTNERSHIP

▼ Booster Club

Athletic director, president, secretary, treasurer, and various commissioners for sports, banquet and sign-ups coordinate local CYO activities. Meets monthly; consult weekly bulletin. Virtus training required for Coaches.

▼ Boy Scouts

Provide an opportunity for boys age 11-18 to have fun with a purpose through the traditional Boy Scout program; an emphasis on camping and outdoor activities. Meet on Thursdays 7:30-9:00pm. Troop website is www.t190chardon.org

▼ Cub Scouts

Aid in character development, spiritual growth, citizenship, fitness and community service for boys age 6-11 through a fun, safe and adventurous environment. Meet monthly on Sunday afternoons.

Empty Nesters

Members are active adults whose children are grown and have left, or are ready to leave, "the nest". Meet every other month for prayer and socializing; annual planning meeting.

Festival Committee

The festival raises money for the parish and also promotes socialization and interaction among parishioners with the wider community. Volunteers are needed to sell raffle tickets, set up, work at the various booths, and to help clean up. To participate see: www.stmaryfestivalchardon.org

Fifty Plus Club

Members enjoy fun, socializing and spiritual growth at monthly meetings. Activities include: speakers, bus trips, outings, card games and other various programs.

Fish Fry's

Volunteers provide a meatless dinner and socializing on the Fridays of Lent (except Good Friday). Help is always needed as cooks, servers, cashiers and for set-up/clean-up.

Friendship Breakfasts

Parishioners enjoy a light breakfast of donuts, coffee and other foods after the 8am and 10am Sunday Masses on the 1st Sunday of the month. Promotes fellowship, builds community and involves families in parish activities.

▼ Girl Scouts

Provide an opportunity for grade school aged girls to develop their full potential, self-confidence, sound judgment, leadership, values, and respect for and service to others. Meets monthly.

Knights of Columbus

Men who have made a commitment to practice their Catholic Faith, serve their parish and community, and live according to the KofC's moral and religious values, help to raise funds for the parish and assist in many parish and community events. Meet on the 1st and 3rd Tuesdays of the month 7:30-8:30pm.

REACHING OUT PARTNERSHIP

Catholic Charities Team

Catholic Charities provides assistance to the needy people of our diocese regardless of race or religion. Volunteers prepare for and facilitate the Annual Catholic Charities Appeal for the parish. Meet once a year to assist with this fundraiser.

Community Suppers

Volunteers work with a different parish ministry each month to provide a dinner for those in the Chardon community who wish to share a meal and fellowship in our cafeteria on the last Thursday of each month 5:00-6:30pm; volunteers are needed from 4:00-7:30pm.

Evangelization Team

Team members work to provide the parish with ways to be educated in the Catholic Faith and then to share our Faith with those in our surrounding community and/or inactive parishioners by word and deed. Meets monthly; consult weekly bulletin.

Funeral Coordinators

Specially trained parishioners meet with the family of a deceased loved one to plan the Funeral Mass and are also present at the Mass to assist family members and friends as needed.

Homebound Support

Volunteers who are already Extraordinary Ministers of Holy Communion visit our sick and homebound parishioners who are unable to attend weekend Mass by sharing prayers and the Eucharist.

Mission Partnership in Nicaragua

Volunteers help to support awareness of, and to provide assistance to, our partner parish of the Sacred Heart of Jesus in Chacraseca, Nicaragua. Mission trips, prayers, and other activities keep this partnership meaningful for both parishes. Meets monthly; consult weekly bulletin.

Ozanam Center in East Cleveland

This off-site organization provides food and clothing to the poor and needy in our metropolitan area. Volunteers help from 9:00am-1:00pm on 6 to 8 Saturdays a year at the St. Philomena campus.

Project Hope in Painesville

This off-site organization provides food, shelter and counseling for homeless individuals and families in our area. Volunteers provide and serve a meal on the 4th Wednesday of the month at 25 Freedom Road, Painesville Township.

Saint Vincent de Paul Society

Members assist the needs of the disadvantaged through direct aid and social action. Projects include: SVDP Bundle Weekends, holiday food baskets, Blanket Sunday collections, and Advent Giving Tree.

Samaritans

Volunteers help those who live in long-term care facilities within our parish boundaries by visiting and praying with residents, as well as leading a Holy Communion Service.

Chardon Health Care, 620 Water St. on Tuesdays; Rosary at 10:30am on Fridays
Charlene Raby 440-285-2354

Heather Hill, 12340 Bass Lake Rd. on Mondays
Deacon Larry Boehnlein 440-286-6474 lboehnlein@stmarychardon.org

The Liberty, 12350 Bass Lake Rd. on Tuesdays
Peggy and Joe Soucek 440-724-1866

The Residence of Chardon, 501 Chardon-Windsor Rd. (at Grant St.) on Sundays after 8am Mass
Deacon Larry Boehnlein 440-286-6474 lboehnlein@stmarychardon.org

Souper Suppers (October – March)

Volunteers prepare and serve a dinner for those who wish to share a warm meal and fellowship on the 1st Saturday of the month after the 4:30pm Mass (October – March only).

Wedding Coordinators

Specially trained parishioners meet with an engaged couple to plan their Wedding Mass/Ceremony, facilitate the rehearsal, and are also present the day of the Wedding to assist as needed.

TEACHING PARTNERSHIP

Adult Faith Formation

Provides opportunities for further education in our Catholic Faith via bulletin articles, video and discussion series, new resources in the Parish Library, awareness of off-site public events, and more. Consult weekly bulletin for up-coming sessions.

Baptism Preparation

Rotating with parishes in our area to provide monthly sessions, a team of parishioners provide a 1½ hour session to help new parents understand the theological, spiritual and practical realities of their child's up-coming Baptism. Our parish offers a session in January, May and September. Call the parish office to register before scheduling a date for the Baptism: 440-285-7051.

Bible Study Group

Every Wednesday morning, 9:00-11:30am, a group led by trained parishioners meets to study God's Word and its effect in our lives. Catholic resources are used to facilitate a deeper appreciation for Sacred Scripture and skills on how to read and understand the Bible.

▼ Life Teen Youth Group

Led by our Youth Minister, adult volunteers assist our teenagers with growing in the faith, developing leadership skills, sharing fun activities, and building community. Meets every Sunday (September – May) after the 5:30pm Sunday Mass. Adult Core Team also meets separately for planning purposes.

Marriage Support

Trained couples provide opportunities for married couples to renew their covenant commitment and grow in the skills necessary for a holy, loving and sacred marriage according to God's plan taught by the Catholic Church. Meets as needed.

Parish Library

Our library of Catholic and Christian books, CDs, and DVDs provides helpful media on a borrow-and-return basis that encourages enjoyable learning. A team of volunteers purchases materials with the pastor's approval, catalog and maintain them, as well as offer a quiet space during weekly PSR classes.

Pre-Cana

Each Spring a team of married couples offers a one-day program of prayer, learning, discussion and reflection concerning many different aspects of married life for any engaged couple seeking Marriage within the Catholic Church. Register on our website: www.stmarychardon.org/Matrimony.

Pro-Life Group

Volunteer members raise awareness to the parish and local community about all issues pertaining to the respect for human life from conception until natural death. Activities include Saturday morning prayer on the square, a 9-month Spiritual Adoption program, Holy Innocents Holy Hour, educational bulletin announcements, the National March For Life and more.

▼ PSR – Parish School of Religion

Trained volunteers provide Catholic education for students in grades 1-8 who do not attend a Catholic school. Program covers the essentials of the Faith: Creed, Liturgy/Sacraments, Morality and Prayer, as well as formal preparation for First Penance, First Holy Communion and 8th grade Confirmation.

Meets weekly during the school year: (Grades 1-5 on Mondays 6:15 – 7:30pm) and (Grades 6-8 on Sundays 6:30 – 7:45pm).

PTU – Parent-Teacher Union

These volunteers are committed to Catholic education and raise funds in support of St. Mary School (pre-K through 8th Grade) and assist the faculty and staff in meeting their educational needs. Support is given to the academic, spiritual, physical and social growth of our school families. All school parents are invited to join. Meets monthly; consult weekly bulletin.

RCIA – Rite of Christian Initiation of Adults

This is the process in which individuals inquire about membership in the Catholic Church and can then, during the Easter Vigil Mass, become fully initiated and on-going practicing parishioners within the Church. With the pastor's approval, team members must be fully initiated and actively participating parishioners, as well as have a desire to work with all RCIA catechumens and candidates to deepen and grow in their faith journey.

Saint Mary School

Our parish is privileged to support and maintain our own Catholic Elementary School (Pre-K – 8th Grade). To register, contact the School Office 440-286-3590 www.stmaryschoolchardon.org

VBS – Vacation Bible School

Many volunteers run a week-long summer Bible camp that makes Jesus relevant and present for children ages 4-10. Activities include: crafts, games, snacks, singing, playing, praying and saint presentations. Adults and older teens help in advance and during the camp.

WORSHIPING PARTNERSHIP

Altar Servers

Children: Boys and girls in grades 4-12 who wish to learn more about the Mass, and to participate more directly in it, may serve the Lord and our parish as altar servers, Wedding celebrations as well. Training is provided every Fall; both a week-day and week-end schedule are provided quarterly.

Adults: Adults assist as servers for all Funerals; brief training is provided as needed.

Art & Environment

Volunteers meet as needed to design, create and/or arrange liturgical items and decorations within the church for each liturgical season. Special emphasis is given to Christmas and Easter Times.

Avilas

Meeting every 3rd Wednesday of the month at 7:00 – 8:00pm after Eucharistic Benediction, this group prays for the increase, health, and stability of priestly and religious vocations, along with all the Avilas in the diocese and in the world. Adjunct members are encouraged to offer prayers from home.

Blue Army

Responding to Our Lady of Fatima's request for penance, prayer and conversion, a Holy Hour is celebrated the 1st Tuesday of each month 7-8pm. Prayers include the Rosary, Chaplet of Divine Mercy and other prescribed prayers during Eucharistic Adoration and Benediction.

Children's Liturgy of the Word

Adult volunteers assist children ages 4-8 to understand the Scripture Readings of the Mass at an age-appropriate level and to see how the message applies to their lives. Meets every Sunday during the 10am Mass; adult volunteers are on a bi-monthly rotation.

Divine Mercy

All parishioners are welcome to celebrate the Novena to Divine Mercy each year, beginning on Good Friday thru the Saturday after Easter at 7:00pm in the church. On Divine Mercy Sunday at 3:00pm a Holy Hour of Eucharistic Adoration, Rosary, Divine Mercy Chaplet, silence and Benediction is celebrated in the church.

Eucharistic Adoration

Anyone may come every Wednesday, Noon – 7pm (except holidays), to enrich your relationship with Christ and to intercede for those in need by silently adoring Jesus in the Most Blessed Sacrament. Adorers are asked to sign-in and out in the binder provided. Volunteers open at Noon with Morning Prayer; a priest or deacon closes with Benediction preceded by Evening Prayer or a Litany.

Eucharistic Ministers

With the pastor's approval, volunteers complete training from the Diocese of Cleveland and from the parish. Then they assist the priest at Mass in the distribution of Holy Communion and/or bring the Eucharist to homebound parishioners as needed. A quarterly schedule is followed.

Lectors

Volunteers proclaim the Word of God (1st and 2nd Readings and sometimes Intercessions) at weekend and daily Masses. Training is provided by the parish and a quarterly schedule is followed.

Lenten Mission Team

Team members meet 4 or 5 times over several months to plan and implement a spiritual program for the parish during Lent. Responsibilities include: choose a theme, speaker(s), prayers and other details.

Men's Prayer Group

Any man is welcome to join this group for prayer, study and discussion about chosen topics of the Catholic Faith. Meets on the last Saturday of the month, 7:00-8:30am.

Musicians/Choirs

All of our choirs meet for practice once a week and then again for Saturday/Sunday Mass.

4:30PM Mass

Annemarie Wenner 440-635-0917

or Pam Waitinas 440-286-3764

8AM & 10AM Masses

Joe Trivisonno 440-729-7642 joetriv@att.net

12Noon Mass

Joe Weelock 440-231-0534

- ▼ **5:30PM LifeTeen Mass** Vocalists are High School age. Practice 4:15pm on Sundays.
(After Labor Day – May) Musicians/Vocalists who are over 16 years of age must have Virtus Training. Contact: Amanda Baker 440-867-8304

Oblates Prayer Group (off site)

These adults meet at St. Andrew's Abbey in Cleveland once a month to share in the prayer, charism and monastic practices of the Benedictine Order in an adapted way according to their own state in life.

Pilgrim Mary Statue

Our parish's statue of Our Lady of Fatima is loaned to individuals/families for a week at a time, to encourage family recitation of the Rosary for peace and to help spread the Fatima message.

Rosary Prayer Group

Gathering in the Mary Chapel within the church, parishioners pray the Rosary, Divine Mercy Chaplet and other prayers. Meets Monday – Friday after the 7:30am Mass.

Ushers and Greeters

At weekend and Holyday Masses these volunteers serve parishioners by assisting with seating, taking up the collection and Offertory gifts, and provide support in emergencies.

Worship Commission

Members assist the pastor by planning and preparing for all regularly scheduled Masses and services for each liturgical season, training and scheduling all liturgical ministers, and supporting the spiritual needs of the parish. Monthly Meetings.

WOW - Women Of the Well Prayer Group

Any woman is welcome to join this group for prayer, study and discussion about chosen topics of the Catholic Faith. Meets on the 2nd Saturday of the month, 8:00-9:15am.

▼ **VIRTUS: PROTECTING GOD'S CHILDREN**

All those over 16 years of age who volunteer or work with children more than once a month, or more than four (4) hours a month, must comply with the diocesan and parish Virtus Guidelines regarding child sexual abuse awareness. These positions are noted in this catalog with the symbol ▼.

Details are posted on the parish website at: www.stmarychardon.org under Ministries, and then Virtus; or directly at: www.stmarychardon.org/virtus.html.