

Directory of Parish Ministries 2019



ST. CHARLES BORROMEEO
CATHOLIC CHURCH



LETTER FROM OUR PASTOR

Reverend Kent Kaufman

Dear Friends in Christ,

This 2019 Directory of Ministries really serves a two-fold purpose. First, it can help create an **awareness** for all that St. Charles and our surrounding community offer by way of ministry. This includes opportunities for those desiring to deepen their sense of community and formation through discipleship. This directory lifts up ways to join with others in prayer in order to give praise to God. Finally, this directory highlights ways our parish ministries can reach out to you whenever you are experiencing specific challenges in mind, body, or spirit or find yourself on the margins of life.

Secondly, the 2019 Directory of Ministries is also an **invitation** for each member of the parish to consider more carefully the Lord's call in your own life. As Catholics and members of St. Charles Parish, we have been blessed with many gifts and are fortunate to be part of a vibrant, faith-filled parish with many ministries. Yet how do we, as Catholics, use these gifts? How do we become stewards of the Gospel, to be the bearers of Christ's message for all humanity? How can we, as individuals make a difference in our world and touch the lives of those in need?

*As each one has received a gift,
use it to serve one another as good stewards of God's varied grace.*
1 Peter 4:10

St. Charles seeks to be a stewardship parish. We are empowered by through the Eucharist to share Christ's love. Stewardship involves choices we make every day; how we spend our time, what we do with the skills and talents God has given us, how we care for our community and those around us, and what we do with our financial resources.

Hopefully, this new directory of ministries will spark insight for a way that you can deepen your commitment to the Lord. It describes many opportunities we have to serve the needs of our human family, both in our parish and outside the walls of St. Charles. Ministry is a great way to connect with fellow parishioners, to make new friends, and to help those in need. Each of us makes a difference, and it truly takes each of us, working together, to build the Kingdom of God.

Let the Holy Spirit be your guide as you read through this directory. Prayerfully consider your unique talents and how you can most effectively share your gifts. Take the first step by contacting the staff resource member listed for the commission/ministry area, stop by our Welcome Desk in the Gathering Space on Sunday mornings, or simply contact our Parish Office.

I am so happy that you are a part of St Charles family, and that you pray for our parish and that we further the mission our Lord Jesus has called us to serve.

Sincerely in Christ,

Rev. Kent Kaufman
Pastor

DISCIPLESHIP COMMISSION

The Discipleship Commission is responsible for linking community ministries with formation ministries in order to build a community of disciples here at St. Charles Parish. While some social activity and formation opportunities may be a joined event, there may also be events designed to simply build community within the parish. Additionally, there will be opportunities for deeper growth as a disciple in a variety of ways, including preparation for the sacraments. The Director of Discipleship and Evangelization is the staff resource member for this commission.

Baptism—

First time parents take part in a preparation session before scheduling the Baptism of their infant or young child. Parents are encouraged to contact the Parish Office before their child is born. We also welcome those wishing to help with preparing parents for Baptism.



First Eucharist/First Reconciliation—

The Eucharist is the source and summit of our faith. Formation for First Communion typically takes place in second grade. Children are enrolled at St. Charles Catholic School or in our Parish School of Religion program as well as our sacramental preparation program. Sacramental Preparation requires two parent/student sessions, First Reconciliation, and a retreat. Enrollment takes place each year in the fall.



Confirmation—

Confirmation is when the candidate is sealed with the gifts of the Holy Spirit, completing the promises made at Baptism. Formation for Confirmation typically takes place in eighth grade. Candidates receive formation from either St. Charles School or EDGE and must participate in parent/student sessions as well as complete various assignments, and participate in a retreat. Enrollment takes place in the fall each year. Adults make up our Confirmation Team.

If you are high school age or older, Confirmation takes place with the diocesan bishop at the cathedral. Please let us know if you are interested in completing your initiation in the Church.



RCIA (Rite of Christian Initiation of Adults) —

Anyone never baptized or those baptized in another Christian denomination but now wishing to become Catholic are welcome to explore RCIA. Children and teens are also invited to see where God may be leading them. Inquiries are welcomed all year. Sponsors and volunteers for the team are always needed.

Marriage—

Couples interested in the Sacrament of Marriage are to contact the pastor at least 6 months in advance of their intended date. Married couples are needed for serving on the teams that present the Joy Filled Marriage preparation days for engaged couples.

Diaconate—

Men interested in becoming permanent deacons for the Diocese of Toledo begin with an inquiry period designed to provide further insight into the vocation as the prospective candidates and their spouse (if married) discern how this will affect their lives. Formation continues with aspirancy and candidacy leading to ordination.

St. Charles Catholic School Serves Preschool through Grade Eight. The school provides a faith-filled environment which challenges students to become upstanding citizens, stewards, and scholars through instruction and example. Contact the school to arrange a tour or learn more about what the school has to offer. There are also several ways for adults to volunteer including helping with our cafeteria.





ST. CHARLES BORROMEO
CATHOLIC CHURCH

DISCIPLESHIP COMMISSION (continued)

Catechesis of the Good Shepherd—

Three and four year old children are introduced to the Bible and the Liturgy. The child's relationship with Christ is strengthened and helps the child draw close to God "all by myself." This Montessori based approach to religious formation is offered on a weekly basis September through May. Adults are needed to help make materials, assist the catechist, or become a catechist.



PSR (The Parish School of Religion)—

Our Parish School of Religion (PSR) offers religious formation for children in kindergarten through fifth grade on Sunday mornings from 9:05-10:15 am, September-April. This program is designed for children not enrolled in a Catholic school. Catechists (adult volunteers) help students participate in lessons from the Bible and teachings of the Church.



EDGE—

Edge is a youth ministry style religious education for our 6-8 graders. This program is the primary source of religious education for those not attending Catholic schools, however, regardless of which school the student attends, they are welcome to participate. Youth participate in activities, engaging presentations, small groups and pray together as a community. EDGE takes place after the Life Teen Mass on Sundays and includes a dinner. It is facilitated by a Core Team of adult volunteers that can include parents as well as other committed adults.

Lima Life Teen—

A youth ministry program for all Lima High School Teens. This is a Roman Catholic teen ministry program that leads teens to Christ through a dynamic weekly Mass and Life Night; a fun-filled, high energy evening that reaches teens on four levels; spiritual, emotional, social and educational. Adult volunteers are needed to help with homework, cook dinners for Life Nights and to be a part of the Core Team.



Alpha – A series of interactive sessions that freely explore the basics of the Christian faith videos and small group discussions. This is a great opportunity to meet others and grow in your faith. Opportunities are offered twice a year.

Beta—

Beta is the next step after Alpha. It is a night of small group discussion a video and a time to share and stay in touch with that after Alpha Fire (you still welcomed if you haven't attended Alpha).

Catholic Men's Fellowship—

This ministry is for men to be able to talk with other men about important events in their lives. It has components of spiritual wisdom, personal accountability, and breaking open the readings that we hear at the weekend liturgies. This group is something that is often missing in our modern society. Meets the 2nd and 4th Saturdays at 7:00 am in the Gathering Space. Any man who has a desire to deepen his faith and make lasting friendships will be welcomed.

Women's Bible Study—

Come join the women's Bible Study in the Gathering Space on Thursday mornings at 9:00 am or Room 1 of the Lower Level on Thursday evenings at 7:00 pm. Sessions run September through May. These groups become small communities sharing personal journeys to discovering the meaning of the passages.



ST. CHARLES BORROMEO
CATHOLIC CHURCH

DISCIPLESHIP COMMISSION (continued)

Music Together—

This international program, offered here at St. Charles, is a method of learning to sing for children 0-5 years old together with their parent or accompanying adult. Families sign up for 10 week modules. There are 10 different modules with its own unique 25 songs. Participants receive a CD with the songs for use at home between classes. Class size is limited to twelve children. To register, just go to www.musictogetherlima.wixsite.com or contact Parish Office.

New Parishioner Welcoming Team—

Works to welcome new members and visitors. Strives to share the vibrancy of our St. Charles community and to assist new members as they become a part of our parish.



Coffee and Donuts—

Following Sunday morning's 8:00 and 10:30 am liturgies, this opportunity for fellowship is provided in the Gathering Space. A wonderful time to meet new people! Not available during summer months and Holiday weekends. Volunteers serve only twice a year.

Childcare Ministry—

is available during the 10:30 am Mass and various formation activities. If you are interested in helping to provide this service to our families with young children, please let us know



MOMS – Mothers of Ministry Sharing is a community of moms that connect to share their faith along with the joys and challenges of motherhood. Information can be found on our MOMS Facebook page at <https://www.facebook.com/groups/St.Charles.MOMS.Group>. For more information, contact Sarah Mayse at sarah.mayse@gmail.com

Prime Time Ministry—

Prime Time Ministry is for ALL parishioners that are available during the daytime hours. Luncheons, trips, game days, social events and prayer are some of the offerings. If interested in participating, watch the Parish Bulletin for notice of events. Sunrise snacks are available after the Friday morning, 8:00 am Mass.

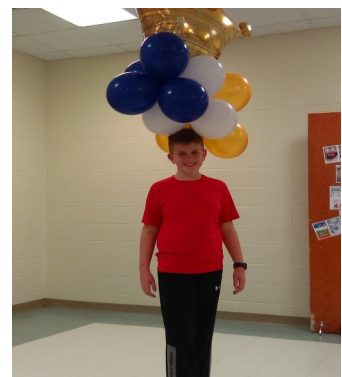


Scouting—

A values-based program for young people that builds character, trains in the responsibility of citizenship and develops personal fitness. Cub Scouts (Grades 1-5) Michelle Frick, Cub master, 937-206-6135. Boy Scouts (Youth 11-17 years old) Brian Honigford, Troopmaster, 419-204-2695. Girl Scouts Ages 7-18 contact Rachel Walter 419-516-9551

Event Team—

The team coordinates and hosts about 4 events a year to foster community among parishioners. In the past, we have had: picnics, bowling, YMCA Family night, Christmas Tea, Carry-in Dinners, Summer Splash and more. Do you like to bring people together to enjoy each other's company? Consider joining this team and planning the next fun event.



WORSHIP COMMISSION

The Worship Commission and its linked ministries give direction to the liturgical life of the parish and fosters the spiritual growth of all parishioners. Its primary purpose is to support our celebration of the Mass and sacraments. It also provides opportunities for personal and communal prayer and devotions and a deeper understanding of why we worship God in prayer. Both the Liturgical Music Coordinator and also Deacon Fred Wuebker serve as staff resource members for this commission.

Sacristans –

The Sacristan is responsible for all preparations before, during and after each weekend, weekday, and special Masses. They prepare Eucharistic bowls and cups and books used during the Mass. Sacristans check microphone batteries, lights and sound system, and prepare the bulletins for usher pickup, and remove them from the racks after Mass. The Sacristan also assists with distribution of communion. After Mass the sacristan is responsible along with an usher for bagging the collection from the entrance in preparation for the next Mass.

Extraordinary Ministers of Holy Communion –

Parishioners wishing to minister the Body and Blood of Christ are prepared for this ministry with both the theology and the sacrament and the practical requirements. Ongoing formation is provided to also foster personal spiritual growth as well. Certification with the diocese is renewed every two years.

Lectors –

Ministers who proclaim the Word of God receive initial formation and an annual workbook that helps with understanding the Scriptures, delivery suggestions and pronunciations. Schedules are sent out twice annually and ministers can pre-select their preferred weekend Mass.



Servers –

Our parish has both school-age and adult servers who assist the priest and deacon at Masses. Students in grades 5-12 serve for weekdays during the school year and all weekends. Adult servers help with weekday Masses when school is not in session, Holy Day evening Masses, and funerals.

Cantors –

Leaders of song at our Masses learn music with guidance from the Liturgical Music Coordinator. Schedules are sent out every two months. Interested singers should arrange to meet with the Liturgical Music Coordinator.

Liturgical Musicians –

We are always looking for individuals to join our musical ministry. If you have any musical ability at all please contact the Liturgical Music Coordinator to learn how your talents can help us praise God.

Adult Choir –

Singers in high school and older are welcome to join. Rehearsals are on Wednesday evening 7:30 -8:30, September through May. The Choir primarily sings at a variety weekend Masses and special liturgies.

Children's Choir –

The Children's Choir sings at the 4:00 pm Mass on Christmas Eve and at other times throughout the year. It is open to students in grades 2-8 from our elementary school and our PSR program. Rehearsals begin in November.

Life Teen Band –

Plays at 5:30 pm Mass on Sunday evenings, September through May. Teens active in Life Teen and adult musician mentors are the nucleus for this ministry.

Funeral Mass Choir –

Members are called when a funeral is scheduled and they sing if available. Most funeral Masses are held in the morning and familiar music is used.

Handbell Choir –

Choir practices on Tuesday evenings from 7:30 – 8:30 in the Church and plays at Mass once a month. Members are assigned bells, shown how to play them and taught how to read the music.

Greeters –

Our Greeter Ministry is very important to all parishioners and guests who approach the entrances of our church. Jesus Christ teaches that whenever we welcome one of the least of our brothers and sisters, we welcome Christ Himself! Schedules are mailed in advance for Masses times that fit your schedule.



WORSHIP COMMISSION (Continued)

Ushers –

Many are needed to carry out this ministry at every weekend and Holy Day Mass. Ushers are responsible for the Offertory collection as well as any second collections as people leave church. They also distribute the bulletins and help with seating whenever needed. We are seeking captains for each weekend Mass.

Children's Liturgy of the Word—

Young children are invited to process to the lower level of the church to experience the Gospel message in an engaging, interactive way during the 10:30am Sunday Mass. There is no need to register in advance. Adult prayer leaders and older children who are helpers for this ministry are put into teams that minister about once a month.

Art and Environment Committee –

The purpose of this Committee is to plan, design, and implement environment in the church for the liturgical "seasons" of the year; Advent, Christmas, Ordinary Time, Lent, the Triduum, Easter, Pentecost. The responsibilities of the Committee is to become familiar with liturgical norms and documents, oversee current volunteers, assist with design requirements, coordinate the planning and arrangement of seasonal decorations and to order and purchase flowers.

Rosary Ministry –

The Rosary Ministry welcomes volunteers to lead the rosary 30 minutes before the Saturday 5:00 PM and Sunday 8:00 AM and 10:30 AM Mass. As Catholics we know the rosary provides support and strength in times of trouble, has helped to stop Communism in the world, and recognizes the importance of the Blessed Virgin Mary in our lives. Each week of the month the rosary is prayed for a different intention. The Rosary Ministry is always looking for more volunteers.



Care of Altar Linens –

The purificators, towels and server's gloves are cleaned once a week. Linens are picked up after Mass on the week-end and returned sometime before the next weekend. A schedule is sent out several times a year.

Funeral Liturgy Planners –

Planners meet with the family of the deceased to discuss the funeral Mass; readings, music, gifts, family information, etc. A form of all information gathered is given to the Parish Office, the pastor and musicians. Interested persons would observe several planning sessions until they feel comfortable on their own.

Care of Liturgical Vessels –

The Vessel Cleaning Ministry meets two weeks prior to Easter and Christmas in the Lower Level of the Church to clean the liturgical objects used at Mass. They clean and polish the altar vessels, plastic drip pans, large candle stands and bells, incense items and the tabernacle. An announcement appears in the bulletin inviting anyone to join in. Between major cleanings, frequently used vessels are washed with soap and water. Ministry starts after Mass. Coffee and snacks are enjoyed.

Care of Holy Water Fonts –

Once a month, the holy water fonts at all entrances are washed and refilled with fresh Holy Water.

Sewing Ministry –

Help with surging/hemming of baptismal gowns and any other sewing that is needed with vestments, server robes, etc. Several names to call for help is ideal.

Altaration—

Altaration is a 3-night series on the Mass. It is a great program that will explain the mysteries of the Mass and give tips on how to make the Mass come alive for you! This series is offered in January and in April of each year.

Audio Visual—

Volunteers run the audio ipad and other technical equipment needed at Mass or the Gathering Space to enhance the worship experience.

OUTREACH COMMISSION

The Outreach Ministries offer parishioners the opportunity to share their faith and resources with those in need, both within the Parish and in the community. Built on the Church's strong tradition of reaching out to others, these ministries provide critical emotional and financial support. Both the Pastoral Care Coordinator and the Director of the Christian Corner Community Center serve as staff resource members for this commission.

Pastoral Care Ministry—

Brings the parish presence and the Eucharist to the Catholics in our Nursing Homes and to the homebound each Sunday and First Friday. The extraordinary Ministers of Holy Communion gather the Catholics for a Communion service or they visit individuals in their rooms. Volunteers commit to spending an hour or more each month in this ministry. It is a ministry of compassion, presence and listening.

Christian Corner Community Center—

Is located at 1601 McClain Rd. It is our Parish ministry, primarily funded by St. Charles Parish. Breakfast, lunch and fellowship is offered on Monday, Wednesday and Friday from 8:30-1:00 pm to those in need. Approximately 1500 lunches are served monthly. Clothing and household items are available to those in need. Help is needed to prepare and serve meals, help with cleanup, provide hospitality, and sort donations. Volunteers are needed even for an hour or two at a time.



Greeting Card Ministry—

Meets once a month to hand make greeting cards and send out cards to anyone in need of a "pick-me-up" of any kind or a note of thanks or appreciation.

Family Promise—

Family Promise is a faith-based agency working with various community partners dedicated to helping homeless families achieve and sustain independence by providing help, hope and safe haven as they seek suitable employment and housing. Four times a year, St. Charles provides a week of overnight lodging, meals and hospitality. Volunteers are needed to provide reminder calls to volunteers, to set up rooms prior to the arrival of families and later clean up, as greeters on Sunday afternoon to meet the families, as callers to solicit and transport groceries, cooking and serving meals, assistance with laundry, entertaining children and staying overnight with the families.



Funeral Luncheon Ministry –

Volunteers are needed to assist with cooking meals, set-up, serving meals and clean-up for the luncheon provided to families following the funeral. The meal is served in the church lower level. Volunteers are scheduled on a rotating basis. Volunteers also home make desserts for the luncheon.

Care and Concern Ministry—

Provides beverages and snack foods to the funeral homes during visitation hours of bereaved parishioners. Volunteers are asked to provide a case of water, baked goods, or snacks along with a sympathy card from the parish.

Divorced/Separated Support Group—

This program is specifically designed to help divorced/separated Catholics. This 13-week program offers support and addresses the most pressing challenges of divorce. Recovery is supported by more fully learning and living their faith. Sessions focus on praying in time of distress, managing anger, staying close to the sacraments, children, self-worth, forgiveness, and hope for the future. Each participant will receive a kit containing the book [Divorced Catholic](#).

Bereavement Support Ministry—

GriefShare is a support group that meets weekly, offering help and encouragement after the death of a spouse, child, family member or friend. The ministry is led by people who have experienced a loss and want to help others. Participants gain access to valuable GriefShare resources that help them to recover from loss and to rebuild their life. For more information, check out the website www.griefshare.org or contact the Parish Office.



ST. CHARLES BORROMEO
CATHOLIC CHURCH

OUTREACH COMMISSION (continued)

Network of Prayer—

Intercessory prayer is simply praying to God on behalf of others. Prayer partners are individuals who agree to pray daily for requested special intentions. The parish bulletin has instructions for submitting prayer requests. Confidentiality and anonymity is respected by the coordinators. When a prayer request is received, the request is emailed to the prayer partners. The prayer request list is mailed out monthly. If you have a prayer request or are interested in this ministry, call Laurents 419-331-1763 or Horlanders 419-999-5536.

Give-a-Christmas—

St. Charles Parish directs this project with the help of the entire Lima Catholic community. It assists families in need during the Holiday Season. Large onion bags are distributed during the Sunday Masses two weekends before Christmas. Parishioners and friends are asked to return the bags with non-perishable food items. Each year, approximately 800 bags with a week's supply of food are donated. Lima community organizations distributed the bags. Many volunteers are needed the weekend before Christmas to organize and ready the bags. If interested, contact Mark Stolly
mark.stolly@stolly.com



St. Vincent de Paul—

Provides a three-day supply of food to those in need. Volunteers phone clients to make appointments to pick up food and they help to keep the pantry stocked. Volunteers with computer skills or that are able to help with heavy lifting are welcome. The Pantry is open Monday, Wednesday, and Friday from 1-3:00 pm starting on the 10th of the month. Volunteers work from 12:45-3:15. The Pantry is located at 928 S. Main St. If interested in helping, call Alice Giesken (419-979-9638) or email magiesk@wcoil.com



Heartbeat/ProLife—

Heartbeat of Lima provides a variety of services for pregnant women in need. Services may be pregnancy testing/ultrasounds, support and counseling, education, as well as practical assistance and referrals. Items such as clothing, formula and baby items are available. Heartbeat also provides educational services to schools. Volunteers answer phones, office assistance, data input, organizing fundraising activities. For more information, email-
infoheartbeatoflima.org or call 419-222-7945

Habitat for Humanity—

Part of a global, nonprofit housing organization operated on Christian principles that seeks to put God's love into action by building homes. There are many opportunities for both skilled and unskilled help with various building projects, serving on the Board, monetary donations and help at the ReStore. More information is on the website, www.habitatlima.org Contact David Gratz 419-999-5090, davidgratz@gratzandassociates.com

West Ohio Food Bank—

A non-profit organization that provides food to folks in need in an 11- county area of Northwest Ohio. It provides food to children through the Backpack Program and food to qualified seniors through the Senior Box Program. Volunteers are needed to help with sorting/packing food and office assistance. For more information, contact Linda Hamilton at 419-222-7946 or www.westohiofoodbank.org

Prison Ministry—

For the past 12 years St. Charles has participated with other parishes across Ohio to visit Allen Correctional Institution and offer Catholic retreats. The retreats are a day and a half presented four times a year. They also assist in a Saturday afternoon Mass for the inmates four times a year. If interested, in providing hospitality please call Jerry Kesner 419-230-5577.

FACILITIES COMMISSION

The Facilities Commission oversees the areas of buildings and grounds ensuring the care, maintenance, and long-term sustainability of our facilities and campus. The Facilities Commission communicates directly with the Finance Council regarding planning for current and future facility financial requests. The Director of Facilities is the staff resource member for this commission.

Facilities Maintenance Committee—

This committee exists to ensure that our buildings and equipment are evaluated for any needed repairs or preventive maintenance and make recommendations to the Facilities Commission, Finance Council and Pastor. Their goal is to do a walk through twice each year of buildings, documenting anything needing attention. In addition, this committee helps with planning the Volunteer Maintenance Day held each Spring and Fall. Committee members could have expertise in construction, carpentry, HVAC, mechanical engineering, plumbing, etc.

Volunteer Maintenance Team —

This is a group of dedicated helpers who work with the Maintenance Committee by making repairs and working on minor projects on the parish campus as identified by the Facilities Maintenance Committee, Director of Operations, or Director of Maintenance. Experience in trade skills, maintenance and/or landscaping is appreciated. This team meets on an "as needed" basis and is asked to help with our yearly Volunteer Maintenance Day held in May.



Landscaping Committee—

Provides landscaping for the St. Charles campus that maintains an attractive environment. Most of the work is completed from April through October. Volunteers can work as little or as much as their schedule allows. The work consists of planting, weeding, fertilizing, watering and mulching. A chairperson organizes volunteers for the work that needs to be done.



General Cleaning Team—

We would like to develop a volunteer team that could assist with routine cleaning of our church. Noticing that this is done at other parishes, we want to give our parishioners an opportunity to give back. Perhaps you have a specialty or a preference, consider joining the team and doing your part. May we show our honor and glory to our Lord by ensuring a beautiful worship environment.



Leaf Removal Team—

These teams of volunteers will assist with leaf removal from roofs, gutters, and landscape areas around the church, school and rectory grounds.

Snow Removal Team—

We always want to ensure safe sidewalks in the winter for our parishioners and school children. This team of volunteers will assist with shoveling snow and spreading salt. This is your opportunity to get some exercise during the winter months.

Mowing Team—

We are in the process of developing a team of volunteers to assist with the care and maintenance of our green spaces on regular or as needed basis.



DEVELOPMENT COMMISSION

The Development Commission links together and oversees the areas of development, stewardship, and long-range planning. The Development Commission is responsible for establishing, implementing, and supporting ministries and committees focused on encouraging stewardship through sharing of one's gifts/talents by sharing a portion of their financial livelihood back to God. The Director of Operations is the staff resource member for this commission.

PR / Social Media/Donor Relations—

is responsible for donor education, thanks and recognition. Telling the "Good News" that encourages gift-giving.

Stewardship—

is responsible for implementing year-round stewardship themes and messages. The team participates with PR/Social Media/Donor Relations as well as with new parishioner orientation.

Memorials—

seeks to encourage ongoing special gifts that recognize loved ones and provide funding for either operations or selected projects.

School Development—

is responsible for the implementation of the school development plan and interfaces with both the Development Commission and School Advisory Council.

Special/Major Gifts—

is responsible for the encouragement of major gifts and support for any campaign efforts; encourage new gifts and renewed gifts.

Planned Giving is responsible for inviting, educating, and advancing planned giving strategies (wills & bequests) that encourage awareness and special acts of gift giving and stewardship.

Parish Census / Directory Team—

is responsible for providing advice on maintaining and updating the parish database to meet the needs of improved communication.

Directory of Ministries—

Creates and maintains this comprehensive directory of the ministries and services available to our St. Charles Parish Community.

Sunday Offertory Counters—

Count the collection from the weekends on Monday mornings at 8:00 am. Usually finished in 1.5 hours. Appointed by the Pastor.

Volunteer Office Workers—

Provide support to the Parish Office staff as requested. This might include preparing mailings or covering the office telephone and door when the staff is out of the office.

Media Specialists—

assist the parish staff in providing excellent parish communication via all current and future media options. This includes Print, Mail, Social Media, Website and Video. Creative help in photography, design, graphic arts, content writing, and computer applications are especially needed.





ST. CHARLES BORROMEEO
CATHOLIC CHURCH

PARISH LEADERSHIP

Parish Commissions—

In the spring of each year, parishioners currently serving in the various linked ministries are invited to discern a leadership role for service on one of five commissions: Discipleship, Outreach, Worship, Facilities, or Development. All five commissions meet on the first Tuesday evening of the month except for January, July, and August. Typically three new members are added to each commission each year, replacing three members completing their three-year term.

Pastoral Council—

Each spring a member from each of the five commissions is called to serve for two years on the Pastoral Council. The focus of the council is to coordinate the work of the five commissions, especially in matters that relate to work of all commissions. The council meets quarterly and whenever needed. It works in conjunction with the pastor and Pastoral Ministry Team (parish staff) to discern the needs of the parish and how our parish ministries can best guide our parish in building a strong Catholic faith community.

Finance Council—

The council meets monthly to advise the pastor on the administration of parish goods. The council is a group of parishioners known for their spiritual maturity, prudent judgment, and special competency in financial, legal, and business matters. Key areas of responsibility include: budgets, financial records, strategic planning, internal controls, and general business administration. Members serve a five year term and are appointed by the pastor.

School Advisory Council—

The council meets monthly during the school year and is comprised of parishioners committed to Catholic school education, often with children currently enrolled in the school. The council serves in advisory capacity to the principal and pastor for the strengthening of Catholic School education. Members serve a three year term and are appointed by the pastor.

Endowment Board—

The trustees of the Endowment Board manage and advise on the investment of the Endowment funds which exist for the further enhancement of St Charles Parish and School. Trustees serve a three year term, meet quarterly and are appointed by the pastor.



St. Charles Catholic Church Mission:

To build a community of faith
united with Christ in the Eucharist,
living as disciples,
sharing God's love and grace.