



SAINT LUKE THE EVANGELIST PARISH MINISTRY OPPORTUNITIES

Consider being of service to others and getting involved in the life of Saint Luke the Evangelist Parish! Take a look at some of the ways the members of our Parish are involved through participation in the Church's Liturgy, through Parish Programs and Outreach. Contact the Parish Office for more details!

jtremblay@stluketheevangelist.net

(603) 382-8324

READER

Readers share the Word of God at weekend Liturgy or weekday Liturgy. Readers are also needed to be available to help at funerals (weekdays and Saturday mornings)

Readers proclaim the Word of God at Liturgy. They also offer the Prayer of the Faithful at weekend Liturgies. A good public speaking voice and attention to the nuances of the Scriptures are needed to be a good Reader. Adults and youth age 14 and up are welcome to serve as Readers. New Readers receive a short training session to review current guidelines and procedures before serving at their first Liturgy. Readers are provided with an annual workbook to help them understand the readings in historical / spiritual / liturgical context.

Contact F. Albert (fr.albert@stluketheevangelist.net) or at 382-8324 with any questions or to begin serving as a Reader.

SPECIAL MINISTER OF THE EUCHARIST

The primary mission of the St. Luke the Evangelist Special Ministers of the Eucharist is to assist at Liturgy in distributing the Body and Blood of Christ to the faithful.

Additionally, many Eucharistic Ministers may also bring Communion to the sick and homebound. To serve as a Eucharistic Minister one must be at least 16 years old and a Confirmed, practicing Catholic. If married, a Minister must have been married in the Church as required by Canon Law. Applicants for this ministry must be approved by the Pastor.

This role in the Church is different from other volunteer opportunities because it requires a *mandate* (or permission) from the Diocesan Bishop in order to function as a Special Minister in a particular Parish community. With such a special status comes requirements from the Diocese in terms of training. The Diocese of Manchester asks that Special Ministers receive formation and training as to the theology of the Eucharist and their specific roles as ministers in their respective parishes.

Contact F. Albert (fr.albert@stluketheevangelist.net) or at 382-8324 with any questions or to be considered for service as a Special Minister of the Eucharist.

USHER & GREETER

The ministries of Usher and Greeter are principally concerned with hospitality and extending a welcome to all who gather in God's house. Ushers are responsible for taking up the collection during each Mass and also assist seating parishioners during crowded Masses. Greeters welcome all to our doors and distribute the weekly Bulletin. Ushers and Greeters also assist guests with questions and directions. Couples or families are invited to serve together! Contact F. Albert (fr.albert@stluketheevangelist.net) or at 382-8324 with any questions.

ALTAR SERVER - YOUTH

The mission of the St. Luke the Evangelist Altar Servers is to minister at God's altar with reverence, generosity, and love. The presence of Altar Servers at the altar is an important witness, reminding us that Catholics of every age have gifts to offer and a role in ministry. Servers are scheduled at Saturday Vigil, Sunday and Holy Day Liturgies.

To become an Altar Server, you must be in the third grade or higher, and have received First Eucharist.

Parent permission forms are available in the Sacristy of both Churches. All Servers begin as "observers" and gradually learn what Servers do during Mass.

Contact F. Albert (fr.albert@stluketheevangelist.net) or at 382-8324 with any questions or to begin Altar Serving.

ALTAR SERVER - ADULT

Adult Altar Servers assist at any Parish Liturgy, but are especially welcome to assist at Funeral Liturgies which are typically held on weekday mornings or on Saturday mornings. Contact F. Albert (fr.albert@stluketheevangelist.net) or at 382-8324 with any questions.

COUNTER

Parish counters help count and record the weekly collection. Volunteers are needed on Monday mornings from 9:00 – 10:30 am. Because of holidays, volunteers occasionally work on Tuesday mornings. Skills needed involve working a calculator and/or adding machine. Volunteers must be able to climb the flight of stairs in the Office building basement to the counting room.

Contact F. Albert (fr.albert@stluketheevangelist.net) or at 382-8324 with any questions.

FOOD PANTRY VOLUNTEER

Food Pantry volunteers assist with preparing food to go out to the clients the Pantry serves. Volunteers also assist in stocking shelves, packing boxes and moving food and other material around the Pantry. Some volunteers also assist with client paperwork and Pantry documentation. The Pantry needs volunteers for the regular hours (Wednesday, 10 am – Noon; Thursday, 6-7 PM; Friday, 10 am – Noon). Volunteers are always welcome to arrive at the Pantry before the opening hours to assist. Food Pantry volunteers should be able to lift bags or groceries (up to 15 lbs.) and to negotiate both the stairs into the Pantry and the bulkhead stairs from the Pantry to the parking lot.

Contact Marie Farren at 819-4949 or at mfarren88@hotmail.com.

OFFICE VOLUNTEER

The Saint Luke the Evangelist Parish Office seeks occasional helpers to act as receptionist or to accomplish specific office tasks (Bulletin inserts, major projects).

Contact Jackie Tremblay, our Parish Administrative Assistant at 382-8324 or at jtremblay@stluketheevangelist.net for more information.

RCIA PROGRAM VOLUNTEER

The Rite of Christian Initiation of Adults welcomes volunteers who are interested in sharing their faith and the tradition of the Church with adults who come to our Parish seeking Baptism or to complete the Sacraments of Initiation. The RCIA group meets on Monday evenings, but there are occasions when we are also in need of 1:1 tutors to help with the Initiation program. Contact Janice Bettencourt at 382-8324 for more information, or contact our Pastoral Associate Cathy Smith at the above number or at csmith@stluketheevangelist.net.

CHOIR

The Adult Choir sings and leads the assembly with traditional music at the 11:00 am Sunday Mass, the Liturgies of Christmas and Holy Week, and at special Liturgies during the year. Membership is open to all without regard to musical backgrounds.

Rehearsals are Sundays in the Plaistow church immediately following the 11:00 am Liturgy.

Please contact Val Barczak at 382-8324 or at mvmbarczak@comcast.net for more information.

CANTOR

Cantors serve the Parish by leading the Liturgical Assembly on Saturday evenings, Sundays, Holy Days and special services. Cantors introduce the day's Liturgy and lead the Assembly in the hymns of the Mass. Cantors also have an integral role in the Liturgy of the Word as the leader of the Psalm.

Cantors also serve at Funeral Liturgies and at celebrations of the Sacrament of Marriage.

Please contact Val Barczak at 382-8324 or at mvmbarczak@comcast.net for more information.

CONTEMPORARY CHOIR / FOLK GROUP

The Contemporary Choir / Folk Group leads the Liturgical Assembly with contemporary music at the 9:00 am Liturgy in Newton. Singers and instrumentalists are welcome to join. One of the members of the Group also serves as Cantor for the 9:00 am Liturgy each Sunday.

Rehearsals are held at the Capriole home on Thursday evenings.

Please contact Bob Capriole at cappi98@comcast.net for more information.

RELIGIOUS EDUCATION CATECHIST

To be a Catechist requires a love for and practice of the Catholic Faith, and a desire to share the faith with our young people. Patience and understanding, a willingness to grow in faith and knowledge are also part of the ministry of Catechist.

Catechists arrive a few minutes before class time to greet and settle children; prepare and lead lessons according to the Parish Religious Education mission using curriculum text and supplementary materials provided by the Coordinator of Religious Education. Catechists also attend Catechist Meetings and resource sessions; keep attendance records, maintain appropriate environment in classroom; notify Coordinator in advance (if possible) of need for substitute; notify Coordinator in advance of materials, copies, equipment, etc., needed for class sessions and report any extraordinary classroom circumstances to the Coordinator.

Training is provided and the requirements of the Diocese of Manchester for working with minor children are part of this volunteer ministry.

Contact Joyce Szczapa, Coordinator of Religious Education at 382-8324 or at jszczapa@stluketheevangelist.net for more information.

CLASSROOM AIDE

Religious Education Classroom Aides assist Catechists with classroom tasks and management. They also obtain needed supplies from the Religious Education Office and assist students with classroom projects.

Training is provided and the requirements of the Diocese of Manchester for working with minor children are part of this volunteer ministry.

Contact Joyce Szczapa, Coordinator of Religious Education at 382-8324 or at jszczapa@stluketheevangelist.net

SUBSTITUTE CATECHIST

Like Religious Education Catechists, Substitute Catechists arrive a few minutes before class time to greet and settle children; take attendance, lead the class for regular Catechist in his or her absence; follow the lesson plan as outlined by Catechist or as advised by Coordinator; report extraordinary circumstances to Coordinator.

CHILDREN'S LITURGY OF THE WORD

The Children's Liturgy of the Word is a special celebration of the Scriptures with readings from the children's Lectionary. These readings are brought alive for the children using methods that include drama, props, and an interactive style.

The celebration of the Children's Liturgy of the Word follows the same basic structure as the Liturgy of the Word in a manner that is more suitable to the understanding of children. It recognizes the need to adapt the readings in such a way that respects the spiritual life of young children, while retaining the same structure used in the Liturgical Assembly.

At Saint Luke the Evangelist, the Children's Liturgy of the Word is celebrated from mid-September through May at the 11:00 am Sunday Liturgy in Plaistow. On these designated Sundays, children are invited to process down to the church hall following the Opening Prayer of the Liturgy. They receive the Children's Lectionary from the Presider, and go downstairs with the leaders and any family members who desire to accompany them. After experiencing their own celebration of God's Word, the children return upstairs to the Assembly following the Prayers of the Faithful.

Training is provided and the requirements of the Diocese of Manchester for working with minor children are part of this volunteer ministry.

Contact Joyce Szczapa, Coordinator of Religious Education at 382-8324 or at jszczapa@stluketheevangelist.net for more information.

RCIA PROGRAM – CHILDREN VOLUNTEER

The Rite of Christian Initiation for Adults has a provision that applies to the initiation of Children of catechetical age (7 or above) and for older youth. The RCIA for children and youth is a program that convenes on an as-needed basis. The RCIA offers children and youth seeking the Sacraments of Initiation an opportunity for learning as well as a welcome to our Catholic Community. RCIA for children and youth partners with the regular Religious Education Program using Religious Education Program sessions as a starting point for catechumens and candidates. Some children and youth also work one-on-one with a tutor or in a small age appropriate. Training is provided and the requirements of the Diocese of Manchester for working with minor children are part of this volunteer ministry.

Contact Joyce Szczapa, Coordinator of Religious Education at 382-8324 or at jszczapa@stluketheevangelist.net

YOUTH MINISTRY VOLUNTEER

Our Parish is seeking responsible and committed adults who can act as mentors and examples to the young people of our community in either Youth Ministry activities or in the Confirmation I or Confirmation II program. We need adults who are willing to share their Catholic faith, be excited about their faith, learn more about their faith, and encourage the youth in their own faith. We are seeking adults who have good relational skills such as listening and conversing with both adults and young people, and who recognize and practice appropriate boundaries. We welcome adults willing to learn about how to build a successful and meaningful youth ministry for our Parish and who are open to recognizing that our teens have much to offer and teach our faith community.

What would I have to do? What is the time commitment?

OCCASIONAL VOLUNTEERS are those who do the invaluable service of participating on one specific activity or event related to Youth Ministry. It is a great role to take on as it gives you ample opportunities to witness the teen's experience of the Youth Ministry. It is a great role for adults who don't have the availability to be a Faith Mentor or who want a less "hands on" role.

SUPPORT SERVICE VOLUNTEERS are those who help behind the scenes at programming and events. It requires more commitment than an "Occasional Volunteer" but not that of "Faith Mentors". The Support Service Volunteers are those who might arrange families to donate refreshments for an upcoming event, perhaps come and serve a meal at an event and then go home, join us just for "check-in", set up, clean up, recruit volunteers, etc. You typically do not have to commit to being present for an entire event or meeting as the "Occasional Volunteer" or "Faith Mentors" might.

FAITH MENTORS are adults who make a greater commitment to be an adult presence for the youth. This will especially be evident in the Confirmation I and Confirmation II programs. The teens will come to recognize and know you and you will come to know them by name. Your **PRESENCE** is everything. Faith Mentors spend more time building relationships with teens, and directing and leading activities for our youth. It is a more hands on role which requires a greater commitment and training. It also allows the adult a greater opportunity to impact the young people of our Parish and in turn be personally enriched by their volunteer efforts. Many "Faith Mentors" compare their experience to what the youth receive from their experience in the ministry, which is often a fire and enthusiasm for their faith and a personal growth and greater confidence in themselves.

Training is provided and the requirements of the Diocese of Manchester for working with minor children are part of this volunteer ministry.

Contact Joyce Szczapa, Coordinator of Religious Education or Robin Thompson, Youth Minister at 382-8324 or at rthompson@stluketheevangelist.net.

BEREAVEMENT MINISTRY

Our community reaches out to families who have experienced the death of a loved one in many ways, but one special way is by hosting a breakfast or lunch following the Funeral Liturgy. Volunteers contribute food items, and other helpers get things ready, serve, and clean up when everyone goes on their way.

The goal of this ministry is to offer support to bereaved families through greater parish involvement. An important part of this will be expanded participation in funeral Liturgies. We will need volunteers for the following:

HELPERS to make sure things are set-up and ready for families, and to help clean things up after. We all work as a team, so helpers are called on to serve in a particular sequence that spreads out the work and time commitment. This is an ideal ministry for retirees or stay-at-home Moms who have kids at school.

FOOD DONATION – PREPARATION – SERVING OF MEMORIAL MEALS: To assist grieving families, when requested (and based on hall availability) the Parish will provide a light luncheon after the funeral service. A standard menu has been developed to simplify this operation.

If you interested in being part of the Bereavement Ministry, please contact Cathy Smith at 603-382-8324 or email her at csmith@stluketheevangelist.net

SAINT VINCENT DE PAUL VOLUNTEER

The St. Vincent de Paul Society of St. Luke the Evangelist Parish is a volunteer organization whose mission is to give members in our community who find themselves struggling a "hand up, not a hand out." We meet on the 3rd Wednesday of the month at the Holy Angels Church. We host and participate in many fund raisers throughout the year. 100% of the funds donated through these fundraising efforts go directly towards helping the poor and underserved in our area. Once the need is made known to us, a dedicated team of a man and woman plan a home visit, meet the person(s) requesting aid, prepare a report and ask the Society to determine if the request can be granted. We work closely with the St. Luke Food Pantry and the Knights of Columbus. Help Line: 382-8324 x 315. Like us on Facebook: www.facebook.com/SVDPSL.

Contact info: Trisha Mainella, mpatrisia88@gmail.com.

EUCCHARISTIC ADORATION

We are truly blessed to have times for perpetual Adoration of Our Lord in our Parish. This time of prayer and intercession is not only a source of great grace for the individual, but it is a great source of grace for us as a Parish family, as well. We have many who have made the commitment to spend an hour each week with our Eucharistic Lord. Adoration at Plaistow is on Wednesdays from 9:30 am – 9:30 PM; Adoration at Newton is on Thursdays from 8:30 am to 8:30 PM.

If you can commit to one hour a week in Adoration of our Lord, please contact Cathy Smith at 603-382-8324, or email csmith@stluketheevangelist.net.

**Do you see something missing in our list of
ministry opportunities? Do you have an idea
about ministry you would like to share?
Contact the Pastor !**

fr.albert@stluketheevangelist.net



Interested in sharing your time and talent? Tear off this page... and place it in the collection basket, hand it to the Pastor or one of the Ushers at Church, or bring it over the Parish Office!

Please have someone contact me about serving as a....

PLEASE PRINT!	
Name:	_____
Phone:	_____ Email: _____
Address:	_____

READER

SPECIAL MINISTER OF THE EUCHARIST

USHER & GREETER

ALTAR SERVER - YOUTH

ALTAR SERVER - ADULT

COUNTER

FOOD PANTRY VOLUNTEER

OFFICE VOLUNTEER

RCIA PROGRAM VOLUNTEER

CHOIR

CANTOR

CONTEMPORARY CHOIR / FOLK GROUP

RELIGIOUS EDUCATION CATECHIST

CLASSROOM AIDE

SUBSTITUTE CATECHIST

CHILDREN'S LITURGY OF THE WORD

RCIA PROGRAM - CHILDREN VOLUNTEER

YOUTH MINISTRY VOLUNTEER

BEREAVEMENT MINISTRY

SAINT VINCENT DE PAUL VOLUNTEER

EUCCHARISTIC ADORATION