

## Opportunities for Stewardship of Talent

St. Michael's Parish  
Chapman, KS

# STEWARDSHIP

## *A Way of Life*

### Mission Statement

*The St. Michael's Parish exists to continue the mission of Jesus through our baptism. He has become the center of our life and our community. As a parish family, we live to express our love of God and neighbor through worship and ministry.*

# St. Michael's Parish

P. O. Box 217  
Chapman, KS 67431-0217

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**Website:** www.smchapmanparish.org

Dear Members of St. Michael's Parish Family:

Welcome to St. Michael's Parish. We are excited about you becoming part of our church family and growing in faith.

One important focus of our parish has been an exploration of what it means to live as a steward. At its core, stewardship involves a recognition that all we are and all we have comes from God's goodness toward us. We respond to Him in gratefulness and offer ourselves back in thanksgiving. The practice of stewardship touches every area of our life, but can be considered in three broad categories: time, talent and treasure.

Please find enclosed commitment forms for you to pledge the time, talent and treasure you would like to share. Your commitment of treasure will be kept confidential and private. This booklet describes the parish ministries to help you in the process of completing the talent form.

After you complete the pledge forms, keep one copy of the time and treasure forms and return the rest of them to Marita.

I hope we can provide opportunities for you to grow in stewardship both as an individual and as part of the church body.

In Christ,

Fr. Peter O'Donnell  
Pastor/Priest Supervisor

Marita Campbell  
Parish Life Coordinator

## **Liturgical Ministers for Sunday & Holyday Mass**

### Extraordinary Minister of Communion

Assist the priest in the distribution of Holy Communion and Precious Blood

### Extraordinary Minister of Communion to Shut-ins

Bring Holy Communion to homebound (which includes nursing home)

### Lector

Proclaim the Word of God during Mass

### Server (Grades 4-12)

Assist the priest during Mass

### Greeter (hospitality)

Greet all who enter the church making them feel comfortable and welcome to our parish

### Collection

Collect monetary gifts to parish

### Gift Bearer

Present gifts of bread, wine, water and collection during Mass

### Musicians—organist/pianist, cantor, groups/choirs, instrumentalists

Assist and empower the community in the sung prayer during Mass

## **Funerals**

### Liturgical Ministers for funerals

Available to help with liturgical ministry at funeral Mass

## **Art and Environment**

Plan for liturgical seasons and decorate the church to enhance the community's prayer. Must be available during the day.

## **Other Church Related Ministries**

### Sacristan

Clean and store Mass vessels and lapel microphone, turn off lights, etc. after Mass.

### Rosary Leader

Lead rosary before Mass

### Care of altar linens

Wash corporals, purificators and towels and iron corporals and purificators.

### Care of votive lights

Care of candle holders, replace candles and empty used matches.

### Train and direct Mass servers

Help with yearly training for new servers and refresher for current servers  
Be available before Mass to help servers and give direction.

### Straighten up after Mass

Arrange song books, remove trash left in pews and book holders.

Eucharistic Adoration (One Saturday a month for one hour as your schedule allows.)

## **Catechesis/Education**

**FYI:** Catechists and subs require background check and on-line training (approximately 90 minutes).

### Catechist

Assist parents in the religious formation of their children by providing faith formation classes for students in Pre-K-12<sup>th</sup> grade on Sundays for one hour after Mass.

### Substitute catechist

Take class when regular catechist is unable to be present.

### Help with activities, parties, etc.

Help with Christmas pageant, Live Nativity, Parish Family Learning Experiences, etc.

### Adult Formation

Discuss a variety of subjects/topics related to Catholicism on Sundays while Religious Education is in session.

### Workshops, Classes and Retreats offered for adults

Attend local and/or diocesan workshops, classes and/or retreats for personal spiritual growth.

## **Evangelization**

### Visit elderly/shut-ins

Visit parishioners who are homebound and residents in the nursing home.

Lead and/or assist in services at nursing home

Conduct service provided by Parish Life Coordinator. Assist in the service by reading scripture, leading the singing, and helping the residents on the 4<sup>th</sup> Sundays of June, August and December at 11:00 a.m.

Welcome new families

Welcome new St. Michael's families by visiting them in their home or after Mass.

RCIA (Rite of Christian Initiation for Adults)

Help provide catechesis for adults interested in becoming a Catholic or be a sponsor/mentor for someone on this faith journey.

### **Christian Service/Family Life**

Sponsor Couples for Marriage

Couples work with engaged couples as they prepare for marriage.

Parish nurse

Take blood pressures and answer questions as able concerning health issues one Sunday a month after Mass.

Assist with social events of parish

Help with set up, clean up and hosting summer coffee & rolls, Community Christmas Concert reception, etc.

### **Maintenance/Improvement**

Parish grounds clean-up

Help with yearly clean-up of grounds.

Cemetery clean up

Help with yearly clean up of cemetery usually the 1<sup>st</sup> Saturday of May.

General carpentry, electrical, plumbing

Help out with small projects or give advice on problems.

### **Parish Leadership**

Parish Pastoral Council meet monthly. The other commissions and committees meet as needed usually 2-3 times a year.

Bazaar Subcommittee

To organize and plan the Annual Parish Bazaar on the 1<sup>st</sup> Sunday of October.

Cemetery Commission

To maintain and improve the cemetery property—grounds, tombstones, etc.—in a way that honors those buried there.

Education Commission

To support the Director of Religious Education in providing suitable catechists, materials and resources for K-12<sup>th</sup> Religious Education program and the Adult Formation Group.

Family Life/Respect Life Commission

To support families in their efforts toward health and holiness, to promote the growth of people, especially by strengthening family life within the parish community in the various types (single, divorced, widowed, etc.), and to promote respect for life from conception to death.

Liturgy Commission

To plan, facilitate and evaluate worship including the art and environment and provide opportunities for spiritual renewal and training for liturgical ministers.

Maintenance/Improvement Commission

To be a visionary in maintaining and/or improving—repair or replace—the properties (inside and out) of the parish—church, house, center, garage, grounds, etc.

Stewardship Committee

To plan, evaluate, and carry out ways of promoting stewardship especially the preparation for the time, talent and treasure commitment weekend.

Finance Council

To oversee, recommend and guide the finances of the church.

Parish Pastoral Council

To assess the needs of the parish, to represent the concerns of the people and to offer its recommendations, encouragement and support to the Parish Life Coordinator. To identify the spiritual-growth needs of all parish members. and to assess the effectiveness of all present parish programs and organizations in deepening the spiritual life of the parish.

### **Support Ministries**

Count Sunday Collection

To count the collection for Sunday Mass, prepare the deposit slip and take the deposit to the bank after Mass. (Takes approximately 30 minutes.)

Photographer

To photograph events of parish to submit to Diocesan paper, the local paper, for parish bulletin board and/or for historical purpose.

#### Correspondent

To submit to Diocesan paper, the local paper, and/or for historical purposes stories on pertinent events at parish.

#### Parish Mailings

To fold materials and put in envelopes and prepare for mailing by sealing and stamping envelopes.

#### Website Support

To maintain and update parish website

#### Tech support—computer, internet, Wi-Fi, etc.

To maintain and support parish technical needs.

### **Parish Organizations**

#### Ladies of St. Michael's (all women of parish are members)

To unite all women of the parish in religious, educational and social activities and to assist in the spiritual and material undertakings of the parish. This includes blood drives, Labor Day bake sale, meal for families with newborn, funeral lunches and fundraising meals.

#### Knights of Columbus

A Catholic men's organization dedicated to charity, unity, fraternity, patriotism and family life. This includes becoming a member, attending meetings, helping with fundraisers, organize events and as officer.

#### CYO (Catholic Youth Organization)

To provide opportunities for any high school youth to gather for social and spiritual activities.

### **Bazaar**

To help with games, meal (serving, in kitchen, taking tickets), Country Store/

Bake Sale, Live Auction, set-up and/or clean-up, selling tickets for quilt raffle & meal.

### **Vacation Bible School** (Tu-Fri after Memorial Day, 9:00-11:15 a.m. at St. Michael's)

Adults to lead or help with VBS.

Youth helpers (Grades 6<sup>th</sup>-10<sup>th</sup>)

Youth to attend (3 yrs. old-5<sup>th</sup> grade)

## **A PRAYER FOR GENEROSITY**

Dear Lord:

Teach me to be generous

as you have been generous to me.

Teach me that all I have are gifts from you.

And gifts, Lord are meant to be shared.

Please show me the joys of generosity.

Help me to understand that others

perhaps unknown to me

depend on me for help.

Remind me that my world

and my parish need "Good Stewards"

to heal the wounds of our times.

Make me a gift to others in your name.

Amen.

(Prayer courtesy of the Sacred Heart Messenger)

St. Michael's Parish  
Commissions, Councils & Organization Contact Persons

**Organizations**

Ladies of St. Michael's  
Naomi Larouche 307-4321

Knights of Columbus  
Jonathan Norton 307-2980

CYO  
Brenda Blocker 922-7025

**Bazaar Subcommittee**

Sara Cook 393-0856  
scook@usd473.net

**Cemetery Commission**

Terry Root 922-6886  
mtroot@sbcglobal.net

**Education Commission**

Laurie McLaughlin 770-7202  
laurie@ksbroadband.net

**Family Life/Respect Life Commission**

Sandy Barbee 263-5273  
sandra.barbee58@gmail.com

**Liturgy Commission/Parish Renewal**

Liz Sites 210-5402  
easites@sbcglobal.net

**Maintenance/Improvement Commission**

Tim Wieters 922-6423  
timw@ksbroadband.net

**Stewardship Committee**

Janice Carroll 238-1302  
carrollj3@cox.net

**Finance Council**

Jake Kelly 320-0789  
Jakekelly2015@gmail.com

**Parish Pastoral Council**

Karman Diehl 316-641-2738  
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