Stewardship Is...

Love in Action

Stewardship Opportunities 2018-2019

Immaculate Conception Catholic Church
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Wilmington, NC 28412
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Stewardship is a process whereby we return a portion of our Time, Talent and Treasure to God. It is done in the spirit of sacrifice to return to the Lord something that represents a true “Thank You” for all the many blessings God has given us. Stewardship helps our parishioners find a meaningful way to express their gratitude to God and at the same time to support our parish community.

In Psalm 116, the psalmist asks aloud: “How shall I make a return to the Lord for all the good he has done for me?” Have you ever had the experience of putting yourself out for someone and never getting a thank-you in return? It’s unbelievable when it happens. The obligation to express gratitude is universal in human cultures. How much more should we make a return to the Lord!

But you may say, “I do not feel particularly grateful at this time, when I look at what’s happening in my life or in our world. I don’t see much good.” Remember Job who tells us: “The Lord has given and the Lord has taken away. Blessed be the name of the Lord!”

We are asking everyone at Immaculate Conception Parish to take a deeper step into expressing his or her gratitude to the Lord, whether you feel like the psalmist or like Job. We are inviting one another to share in Christ’s ministry to establish the Reign of God right here and right now. This is the heart of Stewardship: returning in gratitude some of what the Lord has given to us, and at all times blessing the name of the Lord!
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Parish Pastoral Council (PPC)
The Parish Pastoral Council is an advisory body assisting the pastor and staff in achieving the vision and mission of the parish. The Council normally meets on designated Saturdays from 9:00 am to 12:30 pm approximately six times a year. Members participate in projects undertaken by the Council and other ministries of the parish. Term of office is three years. Prospective members are chosen by a spiritual discernment process by the parish each spring. Parishioners must be registered in the parish for one year and committed to the principles of parish Stewardship.

Parish Finance Council (PFC)
The Parish Finance Council advises the pastor and staff on all financial matters affecting the parish. Responsibilities include review and approval of the annual budget, financial planning and financial reports; monitoring of financial procedures; and assisting the parish staff in improving financial practices and procedures. Parishioners must be registered in the parish for one year and be committed to the principles of parish Stewardship. A background in finance, accounting or business management is preferred. The Council normally meets quarterly on Thursday from 7:00 pm to 8:30 pm. Term of office is three years.

Parish Leadership Team (PLT)
The Parish Leadership Team is composed of the six Commission chairs, two Parish Council chairs, and Parish staff who come together to serve as ministry advisors providing assistance and support to all parish ministries. The team normally meets on designated Tuesdays.

Stewardship Commission

The Stewardship Commission’s mission is to encourage all parishioners to embrace stewardship, giving freely of their Time, Talent and Treasure by promoting involvement in the various ministries, councils, committees and/or programs that make our parish vibrant.

Being Reorganized This Year
Faith Formation Commission

The Faith Formation Commission’s mission is to provide a lifelong intergenerational whole community approach to faith formation that emphasizes parish and home preparation and formation based on events of the liturgical year. This catechetical process aims toward growth in many dimensions of Christian discipleship: knowledge of faith, liturgical life, moral formation, prayer, belonging to community and missionary spirit. It is faithful to Catholic tradition and responsive to the needs and lived experience of people today.

Sacramental Preparation

Baptism Preparation

Baptism Preparation assists parents in their understanding of the meaning of the baptismal call and prepares them for the responsibility of raising their child in the Catholic faith. Time commitment for the following opportunities is normally 1 1/2 hours. Training is provided.

Opportunities to serve:
- facilitators who lead preparation workshops
- Baptism Host, who welcomes the family and offers assistance on the day of the baptism before and during the liturgy

Confirmation Preparation

Preparation for the Sacrament of Confirmation stresses that the individual begins to acknowledge a personal commitment to a spiritual journey that will last a lifetime. Catechesis encourages this commitment by deepening each individual’s understanding of the sacrament through formation sessions, by encouraging personal witness through social justice activity, participation in the parish’s liturgical life, and by helping to enrich each candidate’s prayer life through retreats and other prayer experiences. Diocesan and parish requirements are fulfilled in a two-year preparation process which begins in high school.

Opportunities to serve:
- catechist
- catechist aide
- stewardship project coordinator
- chaperone
- clerical duties
First Reconciliation Preparation
The Sacrament of Reconciliation prepares children to receive the sacrament for the first time. This process involves participation in the Children’s Faith Formation program, parish wide faith formation gatherings, attendance at parent/child workshops and completing required materials at home. Diocesan guidelines state that children who have been baptized in the Catholic Church are to be involved in a catechetical process for at least a year prior to formal preparation for this sacrament. First Reconciliation is usually scheduled during the fall and is normally celebrated during a Parish Communal Reconciliation Service.

Opportunities to serve:
• catechist
• catechist aide
• reception for parish community to celebrate First Reconciliation

First Eucharist Preparation
The First Eucharist process prepares children to receive the Sacrament of Eucharist for the first time. This process involves participation in our Children’s Faith Formation program, parish wide faith formation gatherings, attendance at weekly liturgy, parent/child workshops, retreat, rehearsal and completing required materials at home. As required by the Diocese, children are to be regular participants in the faith formation process at least one year prior to formal preparation for this sacrament. The National Directory for Catechesis requires that parents, too, take an active part in the child’s formation. First Eucharist is usually scheduled during the spring and is celebrated with the entire parish community at all liturgies on a designated weekend.

Opportunities to serve:
• catechist
• catechist aide
• reception for parish community to celebrate First Eucharist
Rite of Christian Initiation of Adults (RCIA)

Rite of Christian Initiation of Adults (RCIA) is the process through which the Catholic Church receives new adult members. It has three phases:

**Pre-Catechumenate**
The Pre-Catechumenate is a process for those interested in exploring Roman Catholicism. These meetings normally take place on Sunday from 9:30 am to 10:30 am in the De Sales Faith Formation Center.

**The Catechumenate**
The Catechumenate is a process for Catechumens (unbaptized) and Candidates (Christian baptized) to delve more deeply into Scripture to accompany them on their faith journeys. These meetings normally take place on Sunday, 9:30 am to 11:00 am in the De Sales Faith Formation Center.

**Mystagogia**
Mystagogia provides a continuation for Catechumens to help them become fully integrated into parish life. These meetings normally take place in the De Sales Faith Formation Center, times are established as needed.

**Opportunities to serve:**
- **Sponsors:** Confirmed adults in good standing with the Catholic Church.
  Willing to attend some, but are not required to attend all, of the Catechumenate sessions.
- **Catechists:** Confirmed adults in good standing with the Catholic Church.
  Additional Catechetical training or theological studies will be provided. Catechists are committed to attending either the Pre Catechumenate or Catechumenate sessions.

Rite of Christian Initiation of Adults Adapted for Children *(Available as Needed)*

Children who have already reached the age of reason (age seven), who are not baptized and seek to embrace the Catholic faith, are enrolled in an initiation process of sufficient duration that will prepare the child to profess faith appropriate to their age. These children are fully initiated into the Catholic Church at the culmination of this process, celebrating Baptism (if needed), Confirmation, and First Eucharist during the same liturgy. For the Baptism of children under the age of seven, the guidelines for the Baptism of Infants apply.

**Opportunities to serve:**
- prepare children for reception of the sacraments
Whole Community Catechesis (WCC)/Intergenerational Events

The parish Faith Formation process is called Whole Community Catechesis (WCC). This process brings parishioners together for intergenerational gatherings to explore aspects of our Catholic faith through prayer, presentations, intergenerational activities, age specific learning sessions and fellowship. The Gatherings are scheduled throughout the year.

Opportunities to serve:
- team member - planning and organizational
- catechist
- musicians
- presenter/role play
- prayer leaders
- hospitality
- set up/clean up
- registrar
- clerical help

Adult Faith Formation

Done in One

Done in One are scheduled presentations on timely topics on set Sundays for one hour.

Opportunities to serve:
- collaborate on a planning team
- help secure speakers
- hospitality

Parish Resource Center

The Parish Resource Center procures and promotes publications and other materials necessary for supporting and supplementing the faith formation programs being offered. A lending library of books and audio-visual materials is maintained. Hours are flexible during weekdays from 9:00 am to 4:00 pm. Background in library resources and computer skills are needed.

Opportunities to serve:
- staffing of the Parish Resource Center
- cataloging materials

Landings (for returning Catholics)

Landings invites inactive Catholics to weekly reflection sessions normally during the season of Lent. Current issues in the Church, particularly related to post Vatican II liturgy and the sacraments are discussed. The aim is to aid participants in coming back to the faith.

Opportunities to serve:
- facilitator
- publicity
- witness to the faith
Small Faith Formation Groups

Chapter to Chapter
The purpose of the Chapter by Chapter and Chapter to Chapter is to learn more about our faith and its application to our lives by reading substantive books by Catholic authors. The first group was so popular that a second group was started and is accepting members.

Lenten Small Groups
The Lenten Small Groups promote faith-sharing in a small discussion group format. Groups meet in private homes or in the De Sales Faith Formation Center at various times and days during Lent, to reflect on the materials chosen for the year. Members support and encourage one another on their faith journey, as they learn more about the Catholic faith.

Opportunities to serve:
• facilitate groups
• recruit and train new facilitators
• publicity

Moms’ Faith Sharing Groups 1 & 2
The Moms’ Faith Sharing Groups are for moms of young children who are interested in having some time to explore their own faith, as well as teach their children their faith. It is a time to build friendships with other Catholic women who are going through similar life experiences and to support one another with spiritual wisdom.

• Group 1 usually meets the second Sunday of each month in the Annecy Room in the De Sales Faith Formation Center from 12:00 pm to 2:00 pm.
• Group 2 usually meets the first Monday of each month in the coordinator’s home from 7:30 pm to 9:30 pm.

Reflection on Sacred Scripture
The Reflection on Sacred Scripture Group is a faith sharing group whose goal is to learn more about the origins and development of Sacred Scripture. Various study materials provide introductions, chapter and verse commentaries of the Bible to help focus on and understand the cultural, political and historical environment that inspired the writers.

• The group normally meets the third Wednesday of the month (except July & August), from 10:00 am to 11:45 am in the De Sales Faith Formation Center.

Reflection on the Sunday Readings
The Reflection Group studies the Sunday readings prior to their being proclaimed during the Sunday liturgy using various scripture commentaries.

• The group normally meets the first & second Wednesdays of the month, (except July & August) from 10:00 am to 12:45 pm.
Youth Ministry

Total Youth Ministry (TYM) (9th Grade thru 12th Grade)
Junior Youth Ministry (JYM) (6th Grade thru 8th Grade)

Youth Ministry is composed of Total Youth Ministry (TYM) for young people in 9th thru 12th grade and Junior Youth Ministry (JYM) for young people in 6th thru 8th grade. The goal of Youth Ministry is to foster the TOTAL personal and spiritual growth of our young people in Grades 6-12, both individually and as a community. This is done through reinforcing the eight components of Youth Ministry: Catechesis, Advocacy, Community Life, Evangelization, Justice/Service (outreach), Leadership Development, Pastoral Care, and Prayer and Worship. The primary focus of Youth Ministry is to create an atmosphere where adolescents can experience a real connection to their faith – providing an environment where they can concentrate on their spiritual and personal issues and concerns in a positive and encouraging format which reinforces the Catholic perspective. Sessions normally meet Sunday afternoons from 12:00 pm to 2:00 pm, in the De Sales Faith Formation Center, September through May.

Opportunities to serve:
• catechist
• catechist aide
• chaperone
• clerical help
• driver
• special project aide
• special project leader
• receptionist

Children’s Faith Formation

Elementary Faith Formation (2nd Grade thru 5th Grade)

This ministry assists children in the 2nd thru 5th Grades on their faith journey. Activities include field trips and other social programs. Sessions normally meet Sunday afternoons from 12:00 pm to 2:00 pm, in the De Sales Faith Formation Center, September through May. The Sacraments of First Reconciliation and First Eucharist are received by the youth in this program. First grade faith formation is a pre-requisite for entering the second grade Sacramental year for First Reconciliation and First Eucharist.

Opportunities to serve:
• catechist
• catechist aide
• clerical help
• special projects
• chaperone
• Coordinator
• Receptionist
Primary Faith Formation (CFF) (Pre-school thru 1st Grade)

This ministry assists children in their faith formation through regular weekly sessions. It is offered for pre-school children through first grade and sessions normally meet on Sunday morning from 8:30 am to 9:30 am in the De Sales Faith Formation Center. First grade faith formation is a pre-requisite for entering the second grade Sacramental year for First Reconciliation and First Eucharist.

**Opportunities to serve:**
- catechist
- catechist aide
- clerical help
- special projects
- Coordinator
- Receptionist

Nursery

The Nursery provides childcare and is normally held on Sunday morning (September to April) during the 8:30 am liturgy. This program accommodates children from birth until 3 years old. Nursery volunteers must complete and return the Diocese of Raleigh Application for Volunteers form, submit to a criminal background check, and attend Safe Environment Training.

**Opportunities to serve:**
- supervision of children during the liturgy
- volunteer for other occasions/events when a nursery might be needed
- Coordinator
- Receptionist
The Liturgical Commission’s mission is to acknowledge God’s presence in our preparation and celebration of liturgical life. This is accomplished through parish catechesis in liturgy and the sacraments, and theology and formation of liturgical ministers.

1) All liturgical ministers are required to participate in training sessions before participation.

2) In addition to the above training, ministers are expected to attend a yearly training session to refresh and update their ministry.

3) Individuals are asked to pray and discern the one liturgical ministry in which they will serve the community. This applies to Altar Server, Extraordinary Minister of Holy Communion during the Liturgy and to the Sick/Homebound, Greeter, Lector, Music Ministry and Usher.

Altar Linen Caretakers

Altar Linen Caretakers wash and iron all linens used during liturgies and baptisms. All linens must be picked up after the last Sunday liturgy and returned by Wednesday. Instructions are provided for the proper care of the linens. Caretakers work on their own time. Scheduling depends on the number of caretakers.

Art & Environment (A&E)

Art & Environment (A&E) is responsible for enhancing the visual atmosphere of the church during the liturgical year. Individuals contribute their various talents.

Opportunities to serve:

- sewing and other skills
- gardening
- flower arranging
- drawing
- designing

Lay Presiders

Lay Presiders lead Holy Hours of Adoration (9:00 am -10:00 am) usually on Tuesdays and the Novena to the Blessed Mother usually on Mondays at 9:00 am in the Blessed Sacrament Chapel. Training sessions are required.
Sacristans
Sacristans prepare all necessary items that are used during the liturgical and sacramental celebrations (e.g., candles, linens, incense, etc.) during the week or weekend liturgy. Duties include periodic care of vestments, organization of liturgical books, and responsibility for the opening and closing of the building for weekend liturgies. Training sessions are required.

Fully Engaged Preparation
Fully Engaged explores couples basic expectations of marriage, including communication skills, problem solving skills, attitudes on money, children, religion, sexuality and in-laws. In addition it attempts to sharpen communication regarding compatibility, background, two-career families, interfaith marriage and second marriages. Fully Engaged participants begin by taking an inventory survey. Survey results are reviewed by a Fully Engaged team (married couple). The engaged couple then meets in the home of the Fully Engaged team for the interpretation of the survey. Time commitment of the married couple who facilitates this process varies according to the number of engaged couples preparing for marriage. Training is required to interpret the Fully Engaged inventory survey and is provided by the parish. Training is provided and all team members are married couples.

Opportunities to serve:
• Fully Engaged team member

Funeral Planning Ministry
The Funeral Planning Ministry endeavors to provide consolation, support and guidance to the family of a deceased parishioner. A team, consisting of two people, meets at the church with the family to assist with funeral preparations and the planning and coordinating of the funeral liturgy. Additionally, they meet the family at the funeral and assist the family before, during and after the liturgy. The co-coordinators provide on-going training and support for new team members.

Opportunities to serve:
• meeting with bereaved families
• assisting during the funeral liturgy
• following up with families in the weeks after the funeral
(Individuals may serve in only ONE of the following Liturgical Ministries)

Altar Servers
Altar Servers prepare the altar for the celebration of liturgy and assist the presider during the liturgy. Anyone nine years of age or older who has celebrated First Eucharist is eligible. Males, females, and families are encouraged to participate in the ministry. Training sessions are required.

Extraordinary Ministers of Holy Communion during the Liturgy
Extraordinary Ministers of Holy Communion during the Liturgy join the Presider in distributing the Body and Blood of Christ during the Liturgy. Training sessions are required.

Extraordinary Ministers of Holy Communion to the Sick/Homebound
Extraordinary Ministers of Holy Communion to the Sick/Homebound bring the Eucharist and “the parish” to the sick and those who are confined to homes, health care facilities, and assisted living facilities. Training sessions are required.

Greeters
Greeters provide a welcoming presence and hospitality by greeting people entering the church, assisting visitors, and providing hymnals. Families are encouraged to participate in this ministry. Training sessions are required.

Lectors
Lectors proclaim the Scriptures at all liturgical celebrations in a manner that enables the assembly to understand and appreciate the beauty and rich content of the “Word of God.” They carry the Book of Gospels to the altar during the entrance procession, read the First Reading, the Second Reading, and the General Intercessions. Those seeking to participate must have received all three sacraments of initiation: Baptism, Confirmation, and First Eucharist. Training sessions are required.
Music Ministry

The Music Ministry is committed to supporting and enhancing our liturgical prayer life through music. Both singing and instrumental musicians are encouraged to share their musical gifts each weekend. See below for specific requirements of each particular music ministry group.

ICC Choir
The ICC Choir is a standard, SATB mixed choir, which sings for the 8:30 am and 10:30 am liturgies (alternating monthly). Rehearsals are scheduled normally Wednesday from 7:00 - 8:30 pm. Participation is open to high school youth through adults. The choir helps to facilitate music for the assembly during weekend liturgies, and also signs for occasional events such as holy hours and concerts.

Funeral Choir
The Funeral Choir enhances our Funeral and Memorial liturgies throughout the year. Members are alerted to the time and day of a Funeral or Memorial liturgy. When necessary, a brief rehearsal is held before the liturgy. This ensemble is perfect for parishioners who are available during the week, or for those who may not have a schedule suitable for the ICC Choir.

Cantors
The Cantors ministry is the most visible entity within our music program. Upon completing an audition with the music director, cantors are asked to prepare music for assigned liturgies. With the assistance of our cantors, the assembly is capable of full and active participation through singing. A typical cantor will sing 1-2 liturgies per month.

Ushers
Ushers provide a welcoming presence and sense of hospitality. They are custodians of order serving at the weekend liturgies as well as major feast days and special liturgies. They welcome and assist with seating parishioners, make sure the sanctuary space is utilized properly, assist with the collection(s), and facilitate the presentation of the gifts. Training sessions are required.
Inreach Commission

The Inreach Commission’s mission is to develop parish life through community building and fellowship by offering programs and events to enrich and support the lives of the parishioners of Immaculate Conception.

Adult Singles

Adult Singles is a social and spiritual support group for widows, widowers and singles again. The ministry provides a needed outlet for members to join together in friendship, companionship and charity. Adult Singles usually gather on the second Sunday of the month after the 10:30 am liturgy. The designated place is listed in the Parish Bulletin, where socializing and lunch can be shared.

Hospitality Committee

The Hospitality Committee endeavors to provide a variety of social events that embrace the parish. Examples include: providing hospitality after designated weekend liturgies and various liturgical celebrations, Whole Community Catechesis refreshments, planning and providing other social events.

Opportunities to serve:
• assistance in the organization of events
• preparing and distributing promotional materials
• event set up
• event clean up

Lazarus Ministry

Lazarus offers a reception at the church for the family and friends of a deceased member following the funeral service. Food is provided by Lazarus members.

Opportunities to serve:
• food preparation
• reception set up
• reception clean up
St. Martha’s Meals Ministry

St. Martha’s Meals Ministry focuses on assisting families with newborns in our faith community as well as parishioners who have been hospitalized and need some help with meals when they first come home. Each family receives approximately one full week’s worth of dinners.

**Opportunities to serve:**
- meal preparation
- delivery of one meal on a scheduled day to the family / individual

Visitation Ministry

The Visitation Ministry visits those who are unable to attend the weekend liturgy; this includes the sick and homebound, those in assisted care facilities, and those in the hospital. Continuing to "Live Jesus" as members bring warmth, smiles, and love to those who cannot be physically with us.

**Opportunities to serve:**
- Visitor

Welcome/Orientation/Registration Committee

The Welcome/Orientation/Registration Committee welcomes all new parishioners to Immaculate Conception during an Orientation Gathering. The committee encourages new parishioners to participate in the life of the parish by contributing their Time, Talent and Treasure. The Welcome/Orientation/Registration events are held throughout the course of the year on designated Saturdays from 9:00 am to 10:45 am. The appropriate dates are listed in the parish bulletin.

**Opportunities to serve:**
- set up Brisson Hall
- clean up Brisson Hall
- food preparation
- greeting new parishioners
- initial and follow up contact
Outreach Commission

The Outreach Commission’s mission is to promote an awareness of social justice issues within the community. The Commission seeks to provide food, clothing, educational materials, and other opportunities for Outreach activities. Suggestions are made to the pastor concerning the disbursement of Charity and Justice Funds.

C.A.R.E. Ministry

The Christmas Angel Request Extravaganza (C.A.R.E.) provides assistance to those in need in New Hanover and Pender Counties. The ministry works with Catholic Charities to identify and address needs.

Opportunities to serve:
- preparing handouts
- preparing gift tags
- distributing handouts
- collecting and sorting items
- delivering items
- drivers with a pick up truck

Help Center of Federal Point

Help Center of Federal Point is a community effort that offers emergency assistance to residents of Pleasure Island and those referred by Immaculate Conception. Area churches, businesses, organizations, and concerned citizens provide the funding and food. Individuals staff the center Monday thru Friday from 10:00 am to 12:00 noon at 7 Raleigh Ave., Carolina Beach. Volunteers work in teams and are scheduled for two hours a month. For Christmas, food baskets are delivered to families in need.

Opportunities to serve:
- staff the Center
- pick up donated food at church after the 10:30 am liturgy & deliver to the Help Center
- computer input of program records at the Help Center, normally on Friday after Help Center hours, on a rotating basis, depending on the number of volunteers
Human Life and Dignity Ministry

Human Life and Dignity Ministry mobilizes parish energies to work on behalf of life. This includes issues dealing with the sick and terminally ill, abortion, biotechnology, the elderly, the needs of families. Human Life and Dignity Ministry coordinates seasonal events, information dispersal, and similar activities.

Opportunities to serve:
• assisting in the organizational and promotional activities of the ministry
• distribution of materials
• Love my Life Rally in Raleigh, NC
• attend Life Chain on the first Sunday of October
• celebrate Life Sunday at liturgy
• participate in the annual Pro-Life Liturgy

Island Cottage - Weekdays Only

Island Cottage is a non-profit thrift store in Carolina Beach on Bridge Barrier Road, next to the Post Office. All profits are donated to the Help Center of Federal Point. The store is open Tuesday through Friday from 10:00 am thru 5:30 pm. Donations of clothing and household items also go to the Help Center clients, persons sent by local churches, as well as the homeless in the area. Individuals are asked to donate two hours per month. This can be either scheduled time or drop in time.

Opportunities to serve:
• taking inventory of items donated
• pricing donated items
• stocking the store
• sorting through clothes and re-donating to other non-profits
• helping to dust and keep the store in order
• occasional need for a driver with a pickup truck

Meals on Wheels - Weekend

Meals on Wheels - Weekend works with four other area churches in delivering meals when there is a fifth Saturday in the month (approximately four times a year). Immaculate Conception coordinator plans and shops for the food. Preparation begins at 7:30 am in the church kitchen.

Opportunities to serve:
• preparing the meals (approximately two hours)
• delivering the meals to one of three routes from Monkey Junction to Kure Beach
Prison Ministry

No Volunteers Needed at This Time

The Prison Ministry visits the New Hanover County Correctional Center which is a minimum security prison on Division Drive near the Wilmington International Airport (ilm). The Catholic Ministers, which may include members of other parishes, are coordinated by ICC (normally with another minister) to participate in the Catholic service on the first Saturday of each month from 6:30 pm to 7:30 pm. The service involves conducting scripture readings and discussions that are normally led by the prisoners. The minister then conducts a short Communion service. It is necessary, therefore, that the Eucharist is picked up at the church prior to the service. The Ministry also includes Mass the afternoon of the third Sunday of each month which may be attended by the volunteer. The Mass is said by the pastor of the Basilica Shrine of St. Mary. The prisoners who attend may be Catholic or may be non-Catholics, curious about the Catholic faith. All ministers go through a one-time, one to two hour orientation/training at the prison and they then must attend four hours of volunteer activities/services there before getting a prison pass (blue card). The blue card must be renewed annually. Requirements also include being certified as an Extraordinary Minister of Holy Communion, have faith communication skills and familiarity with the Bible.

Plant/Operations Commission

The Plant/Operations Commission’s mission is to ensure that the parish facilities, grounds, and operations are able to serve the needs of the parish community; to be good stewards of the parish finances by effectively attending to the maintenance needs of the buildings and grounds.

Plant

Landscaping Committee

Landscaping Committee enhances and maintains the outside grounds of our church property. All necessary equipment is provided. All adults and high school youth are welcome. Typically, work is done on Thursday and Saturday mornings during spring, summer and fall.

Opportunities to serve:
- lawn mowing
- edging
- weeding
- fertilizing
- trimming trees and shrubs
- laying pine straw
**Operations**

**Bishop’s Annual Appeal (BAA)**

The BAA Committee organizes and coordinates this appeal annually. Each year the Diocese of Raleigh sponsors the Bishop’s Annual Appeal as its means for each Catholic to support the ministry of our Diocesan Church. Time commitment is roughly two to three hours a week, depending on the number of volunteers. Volunteers should be active parishioners for the past six months and participate in the BAA campaign. Confidentiality and discretion are required. Commitment time is January through March.

*Opportunities to serve:*
- sending out letters and pledges
- processing pledges
- recording of data and computer work

**Office Receptionists**

Office Receptionists warmly greet visitors and parishioners, answer phones, direct calls to the proper personnel and assist the staff in completing tasks and projects as needed. Ordinarily receptionists serve once a month.

*Opportunities to serve:*
- Monday through Friday, mornings: 8:45 am to 12:30 pm
- Monday through Friday, afternoons: 12:30 pm to 4:30 pm

**Safe Environment Team (SET)**

Safe Environment Team members implement the United States Catholic Conference of Bishops (USCCB) mandated program for the Protection of Children and Youth. The team provides the required training and background screening of all parishioners teaching or working with youth and is vital in providing a safe, protective, and caring environment for the youth of the church. This ministry requires two types of stewards: volunteers with backgrounds/training in psychology or social work and persons with basic clerical skills and a willingness to serve. Both are welcome and crucially needed. Diocesan convocations are held twice a year to train and update team members. Time commitment varies with the type of involvement; but usually only two to three hours for those assisting with presentations scheduled approximately four times a year, usually during the late summer and fall or possibly other times on an as needed basis. Responsibilities for presentations are rotated among volunteers, presenters and clinicians. Other volunteer positions would require two hours once a month or less depending on need.
Safe Environment Team (SET) Cont’d from page 21

Opportunities to serve:

- facilitating and assisting with presentations for recognizing child abuse and neglect (Presentations are already prepared)
- inputting applications into the computer for background screening
- preparing volunteer screening packets
- room and equipment setup
- updating church and diocesan databases
- typing training certificates
- mailing and monitoring the return of references
- making reminder calls

Treasury Counters

Treasury Counters tabulate weekly offertory and special Diocesan collections. The counters work in teams of four or more, approximately once a month, normally for two hours. Familiarity with a calculator is necessary. Parishioners must be registered in the parish at least six months and contributing their Time, Talent and Treasure. Confidentiality is required.
Catholic Daughters of the Americas, Court 2444

Catholic Daughters of the Americas is the largest women’s national organization in the world dedicated to strengthening their spiritual life through Christ and His church. Catholic lay and religious women, eighteen years of age or older, are welcome to be part of this organization. The Catholic Daughters support the church by prayer, social and charitable activities. They share their stewardship of Time, Talent and Treasure as they continue to embrace the light of Christ.

Knights of Columbus 1074

Knights of Columbus is the world’s largest Catholic men’s organization, founded in the United States in 1852 named after Christopher Columbus. The Knights support the church by various service ministries: conducting food drives, driving hospitality vans for the hospital, and much more.

St. Thomas More Fraternity of the Secular Franciscan Order

St. Thomas More Fraternity of the Secular Franciscan Order follows Article 4 of The Rule of the Secular Franciscan Order which states, “The rule and life of the Secular Franciscan is to observe the Gospel of our Lord Jesus Christ by following Saint Francis of Assisi, who made Christ the inspiration and the center of his life with God and people.” The Order normally meets on the third Sunday of the month (except December) at 2:00 pm in the Tileston Building at St. Mary Church located in Downtown Wilmington.
Ministries Contact Listing

Parish Pastoral Council (PPC) Gale Wallace wallace481@aol.com 910-796-1790
Parish Finance Council (PFC) Walt Chmielenski wchmielenski@ec.rr.com 910-383-0374
Parish Leadership Team (PLT) Gale Wallace wallace481@aol.com 910-796-1790

STEWARDBSHIP COMMISSION

Stewardship Chair (open position)

FAITH FORMATION COMMISSION

Faith Formation Co-Chair Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Faith Formation Co-Chair Marie Marshall mmarshall@iccwilm.org 910-791-1003, ext. 112
Baptism Preparation Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Confirmation Preparation Marie Marshall mmarshall@iccwilm.org 910-791-1003, ext. 112
First Reconciliation Preparation Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
First Eucharist Preparation Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Rite of Christian Initiation of Adults (RCIA) Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Rite of Christian Initiation of Adults Adapted for Children Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Whole Community Cathechesis (WCC) Intergenerational Events Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Done in One Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Parish Resource Center Phyllis Filgate phyllisf6@msn.com 910-399-7989

Landings (for returning Catholics) Rich Wallace richard@richardwallacebuilder.com 910-458-3658
Chapter to Chapter Charlotte Hoyle c4hoyle@gmail.com 910-470-0341
Chapter to Chapter 2 Hilda Schmid vahilda@aol.com 910-397-7987
Lenten Small Groups Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Moms’ Faith Sharing Group (1) Karen Acome ksacome@gmail.com 910-297-4347
Moms’ Faith Sharing Group (2) Mary Beth Hanson cmbhanson@ec.rr.com 910-352-7657
Reflection on the Sunday Readings Linda Tozour lindatozour@gmail.com 910-392-5954
Reflection on Sacred Scripture George Mullen mullengb@yahoo.com 910-392-5954
Youth Ministry (TYM/JYM) Marie Marshall mmarshall@iccwilm.org 910-791-1003, ext. 110
Children’s Faith Formation (3 years-Grade 5) Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
Nursery Loraine Fetzer lfetzer@iccwilm.org 910-791-1003, ext. 112
### LITURGICAL COMMISSION

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liturgical Chair</td>
<td>Carmela Carrano</td>
<td><a href="mailto:ccarrano@ec.rr.com">ccarrano@ec.rr.com</a></td>
<td>910-799-2148</td>
</tr>
<tr>
<td>Art &amp; Environment (A&amp;E)</td>
<td>Fr. John McGee, OSFS</td>
<td><a href="mailto:jmcgee@iccwilm.org">jmcgee@iccwilm.org</a></td>
<td>910-791-1003</td>
</tr>
<tr>
<td>Lay Presiders</td>
<td>(open position)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sacristans</td>
<td>(open position)</td>
<td></td>
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</tr>
<tr>
<td>Extraordinary Ministers of Holy</td>
<td>Peggy Courtney-Crott</td>
<td><a href="mailto:mjcrott@gmail.com">mjcrott@gmail.com</a></td>
<td>724-219-5751</td>
</tr>
<tr>
<td>Holy Communion/Liturgy</td>
<td>Felice Cox</td>
<td><a href="mailto:cmpmonnie@hotmail.com">cmpmonnie@hotmail.com</a></td>
<td>910-368-9698</td>
</tr>
<tr>
<td>Extraordinary Ministers of Holy</td>
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<tr>
<td>Communion to Sick/Homebound</td>
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<tr>
<td>Thursday</td>
<td>Cindi Wallace</td>
<td><a href="mailto:cindiwallace1@gmail.com">cindiwallace1@gmail.com</a></td>
<td>910-458-3658</td>
</tr>
<tr>
<td>Sunday</td>
<td>Barbara Foley</td>
<td><a href="mailto:bfoley@email.unc.edu">bfoley@email.unc.edu</a></td>
<td>910-796-2062</td>
</tr>
<tr>
<td>Fully Engaged Preparation</td>
<td>Don &amp; Debra Paulson</td>
<td><a href="mailto:dpaul79912@aol.com">dpaul79912@aol.com</a></td>
<td>910-399-2708</td>
</tr>
<tr>
<td>Funeral Planning Ministry</td>
<td>John/Susie Sullivan</td>
<td><a href="mailto:susiemartsullivan@gmail.com">susiemartsullivan@gmail.com</a></td>
<td>240-271-4023</td>
</tr>
<tr>
<td>Greeters</td>
<td>Marie MacDonald</td>
<td><a href="mailto:mariemac1969@gmail.com">mariemac1969@gmail.com</a></td>
<td>910-515-3668</td>
</tr>
<tr>
<td>Lectors</td>
<td>Stephanie Boss</td>
<td><a href="mailto:sboss10@aol.com">sboss10@aol.com</a></td>
<td>910-769-2677</td>
</tr>
<tr>
<td>Music Ministry</td>
<td></td>
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<tr>
<td>ICC Choir</td>
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<tr>
<td>Funeral Choir</td>
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<tr>
<td>Cantors</td>
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</tr>
<tr>
<td>Ushers</td>
<td>Ken Levy</td>
<td><a href="mailto:chevylevync@gmail.com">chevylevync@gmail.com</a></td>
<td>910-398-0818</td>
</tr>
</tbody>
</table>

### INREACH COMMISSION

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inreach Chair</td>
<td>Bob Smith</td>
<td><a href="mailto:robertjsmith32@gmail.com">robertjsmith32@gmail.com</a></td>
<td>336-327-2677</td>
</tr>
<tr>
<td>Adult Singles</td>
<td>John Bins</td>
<td><a href="mailto:binsmj@gmail.com">binsmj@gmail.com</a></td>
<td>910-399-1645</td>
</tr>
<tr>
<td>Hospitality Committee</td>
<td>Grace Deich</td>
<td><a href="mailto:gdeich@aol.com">gdeich@aol.com</a></td>
<td>910-793-3886</td>
</tr>
<tr>
<td>Lazarus Ministry</td>
<td>Linda Hogan</td>
<td><a href="mailto:brooklynirish43@gmail.com">brooklynirish43@gmail.com</a></td>
<td>910-452-2959</td>
</tr>
<tr>
<td>St. Martha's Meals Ministry</td>
<td>Barbara Plage</td>
<td><a href="mailto:0480bp@ec.rr.com">0480bp@ec.rr.com</a></td>
<td>910-395-5136</td>
</tr>
<tr>
<td>Visitation Ministry</td>
<td>Teresa Townend</td>
<td><a href="mailto:townendteresa@yahoo.comt">townendteresa@yahoo.comt</a></td>
<td>910-791-9834</td>
</tr>
<tr>
<td>Welcome/Orientation/Registration Committee</td>
<td>(open position)</td>
<td>(open position)</td>
<td>(open position)</td>
</tr>
</tbody>
</table>

### OUTREACH COMMISSION

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outreach Chair</td>
<td>Deb Hensley</td>
<td><a href="mailto:dsh@hensley-assoc.com">dsh@hensley-assoc.com</a></td>
<td>910-269-9134</td>
</tr>
<tr>
<td>C.A.R.E. Ministry</td>
<td>Bridget Scanlan</td>
<td><a href="mailto:bscanlan@ce.rr.com">bscanlan@ce.rr.com</a></td>
<td>910-399-5711</td>
</tr>
<tr>
<td>Help Center of Federal Point</td>
<td>Janice Jordan</td>
<td><a href="mailto:janicejordan1022@gmail.com">janicejordan1022@gmail.com</a></td>
<td>203-948-2136</td>
</tr>
<tr>
<td>Human Life &amp; Dignity Ministry</td>
<td>(open position)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Island Cottage</td>
<td>Fran Tarvin</td>
<td><a href="mailto:momsrr@yahoo.com">momsrr@yahoo.com</a></td>
<td>203-482-7563</td>
</tr>
<tr>
<td>Meals on Wheels - Weekend</td>
<td>Tim Ludgate</td>
<td><a href="mailto:tfjudgate@gmail.com">tfjudgate@gmail.com</a></td>
<td>910-398-8136</td>
</tr>
<tr>
<td>Prison Ministry</td>
<td>Bill Langlois</td>
<td><a href="mailto:w12langlois12@gmail.com">w12langlois12@gmail.com</a></td>
<td>910-232-0182</td>
</tr>
</tbody>
</table>
PLANT/OPERATIONS COMMISSION

Plant/Operations Chair  Charlie DaVolio  cdavolio@iccwilm.org  910-791-1003, ext. 105

Plant
Landscaping Committee  Charlie DaVolio  cdavolio@iccwilm.org  910-791-1003, ext. 105

Operations
Bishop’s Annual Appeal (BAA)  Betty Eagar  bettyeagar@gmail.com  910-799-6954
Office Receptionists  Elaine LaCourse  elacourse@iccwilm.org  910-791-1003, ext. 102
Safe Environment Team (SET)  Claudia Sing  csing@iccwilm.org  910-791-1003, ext. 100
Treasury Counters  Claudia Sing  csing@iccwilm.org  910-791-1003, ext. 100

NATIONAL/REGIONAL ORGANIZATIONS

Catholic Daughters of America Court 2444  Mary Backes  backesmr@charter.net  910-791-0844
Knights of Columbus 1074  Barney McAteer  bmcateeroo@gmail.com  910-399-2482
St. Thomas More Fraternity of the Secular Franciscan Order  Mary Tocidlowski  maryt70@att.net  910-452-3991

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