

St. Anthony on the Lake **Ministry Descriptions 2011-12**

Spiritual Life & Worship

Liturgy has been defined as "the work of the people."

Prayerfully consider participating in one of the following ministries to serve the people of God and enter ever deeper into the Paschal mystery – Christ's life, death, resurrection, and continuing presence in the world.

- L1 Prayer & Worship Committee: Oversees the communal worship of the parish and coordinates the various subcommittees and liturgical ministries. Meets on the second Monday of the month at 6:30 pm for Common Leadership Night.
- L2 Minister of the Word/Lectors: Proclaim the Word of Christ at liturgies. Confirmed, high school age or older are welcome. Training & resources are provided. Scheduled about once per month.
- L3 Minister of the Eucharist: Laity are privileged to share the Body and Blood of Christ with the faithful. Any confirmed member of the community is welcome. Training is provided. Scheduled about once per month.
- L9 Minister of Hospitality: Greet community members as they gather for worship, assist visitors, and provide information. Scheduled once every 2 to 3 months.
- L10 Cross Bearer: High school or older carries the processional cross at Mass. Scheduled about once every two months.
- L11 Usher: High school and older, male/female, welcomes and assists parishioners and collects their gifts at Mass. Scheduled for two months during the year.
- L12 Offertory Gift Bearer: Individuals or families bring the gifts of bread and wine to the altar during the Mass. Scheduled a few times/year.

- L14 Church Art & Environment: Committee members meet and plan church decorations for Advent, Christmas, Easter, and other feasts and season events in the church calendar. Talents employed include creating and sewing banners, wreaths, floral arrangements, shopping for supplies, keeping plants and flowers watered and installing and removing all decorations.
- L15 Altar Angel: Cleans the altar, church linens, and sacred vessels and replaces the candles. Assigned two months each year.
- L17 Pray at home for those on the Prayer Line: We treasure the prayers of those who are not able to participate in other ways, except through this prayer network. You will be E-mailed on a needed for prayers basis.
- L18 Liturgy Planning: Meets to discuss the scripture readings for a specific liturgical season (Advent, Lent, etc.) and how to bring parish celebrations to life in meaningful ways. Meets on Saturday mornings as needed.
- L21 Child Care Helper 9:00 am Mass: Care for children during the 9:00 am Mass on an occasional basis. A one time Safe Environment class is required.

Music Ministry

- L4 Adult Choir: Rehearses Sept-May on Thursday at 7:00 pm in the church, and occasional Saturday mornings during Advent and Lent. Usually sings at 9:00 Mass on Sundays, various events, and celebrations during the year.
- L6 Adult Cantor: Proclaims the psalm and leads the assembly in song at Mass. Rehearsal CDs provided at regularly scheduled meetings.
- L7 Instrumentalist: Musicians of all kinds are encouraged to accompany at Mass. Rehearsals vary. Various styles of music welcome!
- L19 Resurrection Choir: Sing on an as-needed basis. Rehearses a few times a year, and prior to funerals.

- L22 Praise Group: For anyone interested in a contemporary prayer and worship experience.
- L23 Handbell Choir: Practices on Saturdays prior to Christmas, Easter and other major feasts and celebrations. Prior experience or ability to read music is appreciated but not necessary.

Administration

- A1 Parish Council: Provides the leadership and vision in discerning and carrying out the goals of the parish community. Members are discerned for a three-year term. Meets on the second Monday of the month at 6:30 pm for Common Leadership Night and on the fourth Monday of the month at 6:00 pm.
- A2 Finance Committee: Monitors the financial stewardship, i.e. the income and expenses of the parish. Meets on the second Monday of the month at 6:30 pm for Common Leadership Night.
- A3 Buildings & Grounds: Oversees the maintenance, repairs, & safekeeping of parish buildings & grounds. Meets on the first Thursday of the month at 7:00 am.
- A4 Occasional Cleanup: During the year, usually spring & fall, workers are needed for extra grounds and building help.
- A5 Special Skill: Computers, sewing, calligraphy, handyman - any talent you are willing to share! There is a space provided on the sign up sheet to indicate your talent/skill.
- A8 Parish Office Help: Help with mailings, stuffing bulletins, etc. as needed.
- A9 Exterior Gardening: Volunteers maintain the outdoor flowers and bushes around the Church and parking lot. Includes planting, weeding, and trimming.
- A10 Personnel Committee: Develops a personnel system on the parish level. Makes recommendations to the parish council concerning the adoption of parish personnel policies.

Lifelong Faith Formation

Formation in our faith is a lifelong journey. St. Anthony on the Lake parish offers many opportunities to help people of all ages on this journey. Volunteers are needed to support programs that engage adults and families in faith formation. A one time Safe Environment class is required of all adults working with children.

- F1 Faith Formation Committee: Help set goals and vision for the lifelong faith formation of our parish. Plan and develop programs and activities with the CF Directors and Pastoral team for lifelong faith formation; which includes all ages, children through adults. Meets on the second Monday of the month at 6:30 pm for Common Leadership Night.
- F3 RCIA Team/Sponsor: Team members help coordinate the RCIA process and teach classes. Sponsors act as a source of support for those adults who wish to become members of the Catholic Church.
- F8 Family Program Design Team: Be part of a team that supports planning for the family activity portion of Family Program. We usually meet a few times a year.
- F9 Catechist Pre-K – Grade 5: Share your faith with children! Teach about our Catholic faith to a small group in a classroom setting. No teaching experience is required. Materials, training and support are provided.
- F10 Sacrament Preparation Help: Adults are needed to help during evening and Saturday preparation sessions for First Eucharist and First Reconciliation, to lead groups of children, assist with hospitality, childcare or help with getting ready for sessions.
- F11 Summer Bible Camp Help: Summer Bible Camp is held in June. Adults and teens are welcome to volunteer to help with planning, teaching Bible stories, guiding children to activities, music and outdoor fun, or making snacks.

- F12/ F13 Small Group Facilitator Grades 6-11: Our youth need your example of a vibrant faith life! Facilitate discussion and personally get to know 8-12 youth in a small group setting. Complete plans for sessions and discussions are provided. Adults and older teens are welcome in this ministry. Grades 6-8 meet during Family Programs, Grades 9-11 meet on Wed. Nights. Use "F12" for gr. 6-8 and "F13" for gr. 9-11.
- F14 High School Family Program Teacher: Adults teach three to four-week sessions to a small group of teens. Course subjects vary. Training and curriculum are provided.
- F15 Youth Group Adult Helper: Teen-friendly adults are welcome as volunteers to assist the high school and middle school youth groups.
- F16 Youth Retreat Helper: Help as a leader on one or more of our retreats. Leaders grow in their faith as they share experiences with teens. Help with food is also appreciated.
- F17 Child Care Helper during meetings: Help with childcare during Sacrament Preparation Meetings (usually Monday or Tuesday evenings), MOMS group or Little Rock Bible Study. (Tuesday or Friday mornings).
- F18 CF Office Help: Behind the scenes help is always needed for programs. Make copies, stuff folders and envelopes, or prepare materials for catechists. Help at your convenience, during the day or evening, on a regular or occasional basis.
- F19 Catechist Aide: Serve as an aide to students needing extra assistance during one of our Family Programs.
- F22 Chaperone Youth Mission Trip. Help assist the leader on one of the summer trips.
- F23 Marriage Enrichment Committee: For those who are interested in helping explore ways to offer opportunities for marriage enrichment.
- F24 Molly Ministry Help: Help with programs and opportunities that support and build fellowship for families with young children.

St. Vincent De Paul Society

- V1 St. Vincent de Paul Conference: Helps people in immediate need and offers personal assistance to members of the Pewaukee community. Meets on the second Tuesday of the month at 7:00pm.
- V2 Meal Program – Donate Food: Donate food or other items for the St. Vincent de Paul Meal Program in Milwaukee, for serving the fourth Sunday of the month.
- V3 Meal Program – Serve Food: Serve food at the St. Vincent de Paul Meal Program in Milwaukee on the fourth Sunday of the month. Servers are scheduled for one Sunday per year.
- V4 Nursing Home Visits: Volunteers visit with residents, help with bingo and give assistance for attendance at Mass.
- V5 St. Vincent de Paul Store: Waukesha and Oconomowoc stores need help to sort and price items, hang clothing and clean. Hours are available Monday-Friday.

Parish Activities

- S1 Parish Picnic: Help is needed in many areas to make our annual picnic a success. While our main focus is community building this is also part of our parish's major annual fundraiser. Help with raffle tickets, food, set up, or clean up.
- S5 Athletic Association Committee: Coordinates the athletic programs for St. Anthony's Parish youth.
- S10 Boy/Girl Scout Leader: Adults volunteer to lead and guide the scouts in their activities.
- S11 Donut Sunday Helper: Second Sunday of the month. Help is needed for set up, serving, and clean up.

Human Concerns

Those working in Human Concerns discern the needs of people in the parish and wider community, especially the poor, and identify resources to meet those needs enlisting the active service of parish members. The area of Human Concerns fulfills the justice dimensions of Scripture and of our tradition of Catholic Social Teaching by acknowledging that every Christian is called to service and to work for justice.

- H1 Human Concerns Committee: The committee discerns and plans for how we at St. Anthony can best meet the needs of persons in the parish and wider community. The committee also seeks to educate and raise consciousness on issues in relation to justice and peace. Meets on the second Monday of the month at 6:30 pm for Common Leadership Night.
- H4 Respect Life Committee: This committee promotes the sacredness of all life – from conception to natural death. The committee also encourages parishioners' involvement in supporting pro-life organizations. Meetings are held periodically during the year.
- H6 Funeral Luncheons – Donate Food: Provides food items or desserts as needed for funerals. Donators are called on a rotating basis.
- H7 Funeral Luncheons – Serve Food: Prepare, serve and clean-up funeral luncheons after the funeral. Volunteers are needed for the day or evening hours.
- H8 Funeral Luncheons – Food Callers: Call and arrange for food for funeral luncheons from those who signed up to donate food.
- H9 Funeral Ministry: Funeral ministers offer support and assistance to the family during the visitation, if the visitation is held here at the church. Ministers also set up the church for the Funeral Mass and assist as a Eucharistic minister, if needed.
- H10 Young at Heart Help: Some assistance is needed in planning the events offered that promote social opportunities and friendship among the senior parish members.
- H11 Visitation Ministry: Provides friendly home visits to homebound, recuperating, or grieving. Visitation ministers offer a friendly visit and a listening ear. Ministers can also be trained to bring communion to the sick.
- H14 Welcoming Committee: Offers a warm welcome to newly registered members of the parish through phone calls.
- H15 Health Ministry: Carries out the healing mission of the Church by promoting the physical, spiritual, emotional, relational and interpersonal well-being of parishioners through educational materials and events.
- H17 Prayer Shawl Ministry: Knit and crochet prayer shawls for those in need of comfort and prayers. No experience required. Meets monthly. Those interested will be notified of dates.
- H19 Living with Loss Ministry: Ministers are needed to help in offering spiritual, emotional, and physical support to those experiencing a loss in their life. This support is offered through scheduled group meetings and informal one-on-one visits. Losses may include illness, death, loss of employment, loss of home, relocation, broken marriage, or natural disaster. Training is provided.
- H22 Career Care Ministry: This new ministry is about discerning ones individual gifts and finding the perfect way to exercise them in a professional capacity. This ministry requires a core team to administer it but you may also have a desire to be a participant.
- H23 Common Ground: Work to identify, research and act on issues to enact positive change in our community by working together with other local organizations. Meetings are held occasionally throughout the year within St Anthony's and in conjunction with the larger organization.
- H24 Parents Place Meal Program: This meal program helps support families attending parenting classes at Parents Place in Waukesha. Help is needed in donating/preparing food and serving the meal on the 2nd and 4th Thursdays of the month.

- H25 Quilters: For those who like to quilt and sew. This group makes quilts to sell and raise money for Peru. Some quilts are also sent to our sister parish in Peru. Also makes Prayers & Squares quilts for those seriously ill.
- H26 St. Hyacinth's Food Pantry: Distribute food at a food pantry in Milwaukee every Wednesday from 4-6 pm. Carpool leaves St. Anthony's at 3:00pm.
- H27 Repairers of the Breach: Donate and serve food at the daytime shelter in Milwaukee on the third Friday of each quarter of the year.
- H28 Giving Tree: Donate necessary items and gifts to the poor and those in need. Second weekend in Advent.
- H30 Troop Support Ministry: Minister to those with loved ones serving in the military and participate in service projects supporting deployed troops. These activities take place occasionally throughout the year.
- H31 Adult Mission Trip: College age and up are invited to participate in an adult mission trip experience. We are currently taking college age students on trips and are looking into expanding the mission trip offerings for adults. Please indicate interest here and someone will contact you.
- P1 Peru Family to Family Sponsor: Families or individuals offer financial assistance to a family in our sister parish in Peru. Families also exchange letters & photos to build a relationship family to family.
- P3 Peru Support-other: There are many opportunities to provide support to our Sister Parish in Peru. Sponsor an orphan girl, Farming fund donation, Medical fund donation and more. When you check this line someone will get information to you on how you can help.
- P4 Travel to Peru: For those interested in traveling to Peru to visit our sister parish. We deliver food, gifts, clothing to families as well as build and repair homes. Usually end of December to early January.
- P5 Translate Peru Letters: Help is needed in translating the many letters families receive from their Peru family.

St Anthony School

Our St. Anthony on the Lake parish-based school is one of many wonderful ministries in this vibrant, active Parish. We have many programs to offer our students in grades K5-8. We count on volunteers to help support the programs and opportunities of our fully accredited school. A one time Safe Environment class is required of all adults working with children.

- E5 Golf Outing Committee: Help be a part of our major fund raiser. Members of our committee make arrangements with a golf course, solicit prizes, coordinates a meal with a catering service or restaurant, and advertises for the Golf Outing, near the fall of each year.
- E6 Health Room: Provides care for children who become sick or injured during the school day. Open from 11:45 a.m. – 12:45 p.m. Monday through Friday. All volunteers are required to become Health Room Certified by attending a scheduled 4-hr. course sponsored by the Red Cross.
- E7 Playground Supervisor: Assist the staff with supervision of the lunchroom and playground during the noon hour. Scheduled on an agreed-upon basis with substitutes available as needed.
- E8 Library Help: Checks books out, returns books to shelves, prepares new books for shelves, and assists students in the library. May occasionally be asked to read to a class. Times vary.
- E9 School Office Help: Assists with phone answering and simple office tasks when the secretary is unable to be at the reception desk.
- E10 Resource Room Help: Assists with individual instruction of students in need of extra help, enrichment, or needing to make up work due to an absence. Assists with computer based programs for remedial and enrichment areas. Times vary.
- E11 Copy Person: Takes advance copy orders from teachers and gets copies back to them by the requested date and time. Times vary.

E12 Classroom Help: Assists teachers with special projects and preparation for classroom activities. Times vary.

E13 Lunchroom Help: Serves lunch for students and staff. Scheduled from 11:00-1:00 once each week.

Youth Corner- Help

Elementary School (Grades 3, 4, and 5)

Y14 Altar Server: Students in fifth grade or older are invited to serve at Masses. Training provided usually in the fall.

Y24 Children's Chorus: Grades 3 – 8. Sings once a month at 5:00 Mass, for major feasts and special events. Rehearsal schedule will be given to those interested.

Middle School (Grades 6, 7, and 8)

Y4 Child Care during meetings: Help care for children during evening parent meetings as needed.

Y7 Child Care Helper -9:00 Mass: Help care for children during the 9:00 am Mass on an occasional basis.

Y8 Mission Trip Participation: Youth in grades 7 & 8 are invited to participate in the Summer Outreach Mission Trip Camp. Additional sign up is needed.

Y11 Summer Bible Camp Help: Summer Bible Camp is held in June. Adults and teens are welcome to volunteer to help with planning, teaching Bible stories, guiding children to activities, music and outdoor fun, or making snacks.

Y14 Altar Server: Students in fifth grade or older are invited to serve at Masses. Training provided usually in the fall.

Y22 Praise Group: For anyone interested in a contemporary prayer and worship experience.

Y23 Handbell Choir: For anyone ages middle school thru adult. Practices on Saturdays prior to Christmas, Easter and other major feasts and celebrations. Prior experience or ability to read music is appreciated but not necessary.

Y24 Children's Chorus: Grades 3 – 8. Sings once a month at 5:00 Mass, for major feasts and special events. Rehearsal schedule will be given to those interested.

High School (Grades 9, 10, 11, and 12)

Y4 Child Care during meetings: Help care for children during evening parent meetings as needed.

Y6 Retreat Helper: High School youth are invited to serve on the retreat teams for younger youth. Be a part of the planning process and part of the team that makes the retreats meaningful.

Y7 Child Care Helper -9:00 Mass: Help care for children during the 9:00 am Mass on an occasional basis.

Y10 Mission Trip Participation: Participate in summer mission trips. Additional sign up is needed.

Y11 Summer Bible Camp Help: Summer Bible Camp is held in June. Adults and teens are welcome to volunteer to help with planning, teaching Bible stories, guiding children to activities, music and outdoor fun, or making snacks.

Y12/ Small Group Facilitator Grades 6-11: Our youth need your

Y13 example of a vibrant faith life! Facilitate discussion and personally get to know 8-12 youth in a small group setting. Complete plans for sessions and discussions are provided. Adults and older teens are welcome in this ministry. Gr. 6-8 meet during Family Programs, Gr. 9-11 meet on Wednesday nights. Use "F12" for Gr. 6-8 and "F13" for Gr. 9-11.

Y15 Minister of the Word/Lectors: Proclaim the Word of Christ at liturgies. Confirmed, high school age or older are welcome. Training & resources are provided. Scheduled about once per month.

Y16 Minister of the Eucharist: Since 1962, laity are privileged to share the Body and Blood of Christ with the faithful. Any confirmed member of the community is welcome. Training is provided. Scheduled about once per month.

- Y17 Cantor: High school age and older. Proclaims the psalm and leads the assembly in song at Mass. Rehearsal CDs provided at regularly scheduled meetings.
- Y18 Instrumentalist: Musicians high school age and older are invited to play at weekend Masses. Rehearsal times vary.
- Y19 Usher: High school and older, male/female, welcomes and assists parishioners at Mass. Scheduled about four times each year.
- Y20 High School Girls Schola: Sings for major feasts and special events. Rehearsal schedule will be given to those interested.
- Y21 Cross Bearer: High school or older carries the processional cross at Mass. Scheduled about once every two months.
- Y22 Praise Group: For anyone interested in a contemporary prayer and worship experience.
- Y23 Handbell Choir: For anyone ages middle school thru adult. Practices on Saturdays prior to Christmas, Easter and other major feasts and celebrations. Prior experience or ability to read music is appreciated but not necessary.
- Y25 Occasional Cleanup: Several times during the year, especially spring & fall, workers are needed for extra grounds and building help.

Youth Corner- Opportunities

Elementary School (Grade 5)

- Y9 Participate in Athletics (All parish children grades 5-8 registered for CF or school are invited to participate.) Track, Volleyball and Basketball. Additional sign up is needed.

Middle School (Grades 6, 7, and 8)

- Y1 Voices: A group for girls in grades 6, 7 & 8. Gather about once a month for fun, fellowship, service, sharing and prayer.
- Y2 Vises: A group for boys in grades 6, 7 & 8. Gather about once a month for fun, fellowship, and service.

- Y3 Faith-a-thon: Youth in grades 6, 7 & 8 prepare to compete against other teams in a contest similar to Catholic Jeopardy. Meets on about twice per month to learn faith facts and have fun together.
- Y9 Participate in Athletics (All parish children grades 5-8 registered for CF or school are invited to participate.) Track, Volleyball and Basketball. Additional sign up is needed.

High School (Grades 9, 10, 11, and 12)

- Y5 High School Youth Group: Offers opportunities for social, service, and prayer activities to all high school students. Currently called My Rock, this active group which has information on Face Book has planned fun activities and recently helped with Living Stations.

Adult Opportunities

Spiritual Life & Worship

- L24 Perpetual Help Devotions: Pray each Tuesday at 7:00 with a small group of people. Prayer intentions and the Rosary are prayed each week.
- L25 Eucharistic Adoration: Adoration of the Blessed Sacrament from Wednesday 8:00 am to Friday 4:00 pm. A personal, quiet, meditative time with Christ present in the Eucharist. Select an hour that you can commit to every week.

Lifelong Faith Formation

- F4 Women's Spirituality: There are several groups that meet at various times to share faith, discuss scripture or spirituality and pray. You will be contacted with the exact dates and times for each of these groups. Childcare is available for some groups.
- F5 Men's Spirituality: There is currently a group that meets weekly on Wednesdays at 6:30 am for Bible study and discussion of spiritual issues from a male perspective.

- F6 Marriage Enrichment Opportunities: For those who are interested in participating in programs or opportunities on marriage enrichment. We offer "Date your Mate" in the fall and usually a Couples Evening with a dinner and a speaker or a marriage retreat.
- F7 Molly Ministry: Participate in this fun, social, faith building ministry for young families. Some examples are Guardians and Angels, O' Come Little Children, Fish, Fun and Friends, park play dates, field trips, outings, etc.
- F20 Adult Scripture Study: A multi-week scripture study series offered twice a year, in fall and spring.
- F21 Faith Works: Provides a wide variety of opportunities for families, individuals and youth to put their faith into action through community service.
- F25 Family Ministry-CFM: Be a member of a small group of parents that meet to support one another in raising children with Christian values (Christian Family Movement).
- F26 RCIA Candidate: Become a member of our Catholic Faith. We invite adults of our parish to the Rite of Christian Initiation who have not yet been baptized. Also, those who were baptized in another Christian denomination that now wish to be Catholic, those who have never received Eucharist and/or Confirmation. Preparation usually takes place on Sunday morning's beginning in September and runs through Lent and Easter Season. Celebration into our Catholic family takes place at the Easter Vigil each year.

Parish Activities

- S4 Men's Club: Provides fellowship for the men of the parish. The Men's Club supports the Christian Formation youth programs and does special projects for our sister parish in Peru. The Men's Club fund raisers include sponsoring breakfasts and social nights.
- S6 Classic Singles: For working singles, divorced or widowed, and empty-nesters looking for friends and fun. Join others from our Parish for social activities and fellowship. It's a good chance to get together and enjoy hiking, biking, going to a

movie, playing cards, dancing--- whatever interests you. Ongoing emails will let you know the plans – jump in whenever you choose.

- S7 Women's Bowling: Held at AMF Waukesha Lanes on Tuesday from 9-11 am. September through April.
- S8 SOAR: Spiritual Outreach and Reconnection! Are you a young adult in your 20's or 30's looking for a faith based group to connect with in your Parish? E-mails will be sent to keep you informed of upcoming social, service and spiritual events and opportunities.

Human Concerns

- H12 Separated/Divorced: Support for those experiencing the challenges of marriage separation or divorce.
- H13 Young at Heart: The purpose of this group is to promote social opportunities and friendship among the senior parish members. They provide opportunities for entertainment, trips and other social events.
- H18 A Simpler Way: Be part of a small group who meets regularly to pray and discuss ways you can simplify and live in the peace and satisfaction of simplicity. Usually meets the second Monday of the month.
- H20 Living with Loss: Offers spiritual, emotional, and physical support to those experiencing a loss in their life. This support is offered through scheduled group meetings and informal one-on-one visits. Losses may include illness, death, loss of employment, loss of home, relocation, broken marriage, or natural disaster.
- H21 Career Care: This ministry helps professional individuals seeking to discern employment while utilizing their individual gifts. Check H21 on the Stewardship Form if you would like information on opportunities to participate in this discernment.
- H29 Troop Support Group: Gather with others who have loved ones in the military or have Troop Support Ministers visit.