

# St. Gabriel The Archangel Church Ministries

## **PRAYER & WORSHIP**

**Acolyte** Adult altar servers. Training is provided.

**Altar Server** Altar servers assist the priest during the celebration of Mass. They remain attentive to the Priest for any special needs. Girls and boys who have reached the 3<sup>rd</sup> grade or higher (and have received First Holy Communion) are invited to become altar servers. Training is provided. Sign up for desired Mass. Frequency depends on numbers.

**Cantor** Lead the congregation in song. Should be willing to do solo or small ensemble as needed. Also sing at funeral if needed. Weekly rehearsals are held on Monday.

**Choir - Adult** Ministers at 10:30 AM Mass; Weekly rehearsals on Sunday morning at 9:00 am (except July & August). Sing at Sunday Mass, Holy Days of Obligation, funerals, Christmas, Easter Mass, and other special occasions.

**Choir - Youth** Singers and instrumentalists (except July & August). Rehearsals are held Sunday, after the 10:30 Mass and Monday evenings.

**Extraordinary Minister of the Eucharist** (EM) Assist the priest to distribute the Body and Blood of Christ during Mass. Training is provided. Extraordinary Ministers must be confirmed and are commissioned. If available, serve at funeral Mass. Sign up for desired Mass. Frequency depends on numbers. Extraordinary Ministers of the Eucharistic can also minister to shut-ins, home bound and those in nursing homes.

**Lector** Proclaims the Word of God at Mass; Lead the General Intercessions; Reads any announcements at the end of Mass. Training and a workbook is provided. If available, server at funeral Mass. Sign up for desired Mass. Frequency depends on numbers.

**Prayer & Worship** Meets the 3<sup>rd</sup> Tuesday of each month (except July & August). The goal of this committee is to enhance the prayer life of the parish. Trains and prepares schedules for liturgical ministers (Eucharistic ministers, altar servers, lectors), prepares special and youth liturgies and prayer services, oversees committees for environment & decoration, and much more.

**Sacristan** Sets the altar for Mass. Pours wine into the flagon (pitcher), fills the ciborium (dishes) with hosts, and brings out the chalice; then sets the altar, credence table, offertory table and lights the candles. You do **not** have to be an Extraordinary Eucharistic Minister to be a Sacristan. Sign up for desired Mass. Frequency depends on numbers.

**Usher** Ministers of hospitality, (men and women); Greet people when they enter the church; seat people when necessary; guide people where and when to walk to receive communion, notify the priest or Eucharistic minister when someone wishes Communion but can not walk up to receive it; they arrange for people to carry the gifts in procession during Mass; take up collection; and hand out bulletin. If available, serve at funeral Mass.

**Purificator Cleaner** Wash and press purificators and corporals (cloth napkins) used during celebration of Mass. Frequency depends on numbers.

**Vestments** Launders vestments as needed. Vestments include Altar Server robes and priest's white alb.

## **CHRISTIAN SERVICE**

**Bereavement Committee** Provides support, spiritual and practical assistance for the grieving. Meet with the family of the deceased to prepare for Mass of Christian burial. They help the bereaved choose readings, Psalms, Gospel, and prepare a program, if requested, for the funeral Mass. Also participate as Eucharistic ministers, Acolyte, Reader, Usher and Sacristan, and set up for funeral Mass. Send personal notes of sympathy to family.

Send out invitation to family to attend Memorial Mass or Service on All Soul's Day where the names of the deceased will be read.

**Divine Mercy Prayer Group** The group prays the Divine Mercy Chaplet after the 9:00 AM Mass on Monday and Thursday; also prays for priests, seminarians and for more vocations for priesthood. Once a month offer special prayers for charity and collection gift for charity. Read from the Diary of Saint Faustina.

**Faith & Spiritual Study Group** The Faith and Spirituality Group sees their purpose as bridging the Gap between their Faiths and what they have come to know and love in their lives. To live their Faith fully, they have developed a personal sense of Spirituality. They see Spirituality as giving Body and Soul to their Faith. We are all uniquely different, as GOD made us this way, therefore, this is good. We embrace our differences; accept them, as we find unity in diversity. With this commitment, we look forward to celebrating with other Faiths, working for Peace and Justice with them, thus developing spiritually enriching relationships as the Spirit leads us. We are a group of twenty people and growing. Are willing to share what we have learned with others. We meet on the first and third Wednesday of the month.

**Food Pantry** This group maintains and coordinates our Food Pantry and its needs.

**Garden Ministry** This ministry entails planting flowers and caring for them.

**PASTORAL CARE:** Pastoral Care is provided by people who come together to assist others in need. A member's commitment is personal, and service may be as flexible as time permits.

**Salvation Army Dinners** Prepare, cook, and serve dinner at the Salvation Army in Schenectady 9 times a year. Group also cleans up.

**Visitation Ministry** Committee members make visits to those who are hospitalized, homebound, or residing in a nearby nursing home. These visitors help those who are hospitalized, homebound, or residing in a nursing home to be connected to the parish. Volunteers can choose the type of visitation.

**Women's Club** Provides time, talent and treasure in support of the religious education programs and other specific parish activities. Services extend beyond the parish boundaries to include the local community. Provides a social community for the women of the parish and creates and encourages a Christian attitude in social interaction. Open to all women of St. Gabriel and St. Madeleine Sophie parishes. Meetings are usually held on the second Wednesday of the month.

## **FAITH FORMATION**

**Baptismal Preparation Team** This ministry serves parents who desire their child to receive the sacrament of baptism. The team provides literature, guidelines and video.

**Faith Formation** Teaches our youth the Catholic faith; prepares them for the sacraments of First Communion, Reconciliation, and Confirmation; encourages service, prayer, vocation.  
Catechists, Aides, Gatekeepers and volunteers in Faith Formation must have VIRTUS training, a Background check, (if over 18 years of age), and submit a Code of Conduct form.

**Children's Liturgy of the Word** - held at St. Gabriel's during the Sunday 10:30 AM Mass. Children's Liturgy is for children 4-6 years of age. The priest will call the children forward before the First Reading of Liturgy of the Word; the children and teacher will gather in front of the altar and receive a blessing from the priest, then, will proceed downstairs where they hear a children's version of the weekend readings and do a craft project. After the Prayer of the Faithful (during the offertory), the children will come upstairs and rejoin their families. Children need to be registered.

**Catechists** All practicing Catholics willing to share their faith are welcome. This ministry is for people who together with parents help develop and support our children's relationship with God and the church. All

catechists are expected to complete basic certification and participate in ongoing formation. Ministry involves planning, preparation, as well as a commitment to prayer and the sacraments.

**Aides** Assists Catechist.

**Faith Formation Activities Support Team** Interested individuals would come together to provide the following assistance throughout the faith formation year: baked goods for meetings, receptions, dinners, retreats, and special events: set-up, serving, and clean-up for various youth retreats and programs.

**Gatekeepers** (Hall Monitors) Greet families at the entrance of school and supervise parent sign-out of children after classes.

**RCIA** (Rite of Christian Initiation for Adults): Team of people that help prepare adults and children who wish to become Catholic. Prepare them for the sacraments: baptism, First Eucharist, Confirmation.

**Vocations Committee** Provides encouragement, literature and guidance to anyone interested in religious life, as a priest, deacon, brother, or sister.

## **ADMINISTRATION**

**Parish Mailing Committee** This committee is responsible for parish mailings such as The Annual Bishop's Appeal, Parish Fundraisers, etc.

**Building & Grounds** This committee periodically inspects all parish properties for proper use and maintenance. The committee solves maintenance problems either by performing the work themselves or obtaining the repair contracts from various specialists within the community. The committee also investigates and informs the pastoral council of any long range anticipated needs.

**Parish Office Help** Help/Assistants (Receptionist)

## **MISCELLANEOUS**

**CYO Coaches** Coach Children who wish to participate in basketball. The season runs from October through March and is part of the Schenectady CYO League. The program develops fundamental skills and fosters healthy athletic competition. Must have VIRTUS training, a Background check, (if over 18 years of age), and submit a Code of Conduct form.

**Men's Volleyball** Social get together for men 30 years of age and older. Presently meets on Wednesday evenings in the parish gym.

**VOLUNTEER's** people needed to help on fundraiser events such as: Breakfasts, Lenten Fish Dinners, Ticket Drawings, Work of Human Hands and other events regarding social justice.