

Ministry Opportunities

as found on the parish
Time & Talent Survey

SAINT THOMAS AQUINAS
CHURCH AND CATHOLIC STUDENT CENTER
Ames, Iowa



The parish is where the Church lives. Parishes are communities of faith, of action, and of hope.

U.S. Conference of Catholic Bishops

ADMINISTRATIVE SERVICES

- ▶ **Office Help: Parish Mailings:** parishioners who are available during the daytime hours are needed to help stuff and put labels on parish mailings, as well as sort them according to zip code for bulk mailings. [*as needed*]
- ▶ **Budget Committee:** meets monthly to monitor parish spending and income as well as work with parish staff and Parish Council to develop an annual budget. Meets 8-9 times a year. [*7-8 times a year*]
- ▶ **Office Help: Data Entry:** help enter information into parish data base. [*as needed*]
- ▶ **Stewardship Committee:** has as its goals to encourage greater participation in parish life; foster a sense of parish ownership by all; develop an effective approach to promoting each parishioner to share their time and talent with the parish; and plan ways to promote sacrificial giving. [*monthly*]
- ▶ **Money counter for Sunday collection:** count and sort weekend collections and make bank deposit on Monday mornings—two counting teams alternate Mondays. [*Monday mornings—every two weeks*]
- ▶ **Web Page Committee:** insures that STA has a positive, attractive, and useful presence on the internet. [*occasional*]
- ▶ **Office Help—Reception:** from time to time during the year a replacement is needed to answer the phone or greet visitors during the week, usually an hour or two, between 8 am to 5 pm. This allows our secretaries to attend meetings and seminars, while leaving a "live person" to answer the phone instead of voice mail. [*occasional 8-5 pm*]
- ▶ **Phone From Home:** parishioners willing to make contact with other parishioners by telephone on an as needed basis. [*as needed*]

▶ **Personnel Committee:** advises the Pastor in all matters relating to employment of parish staff and monitors the needs of the staff. The committee regularly reviews the parish personnel policy and makes changes necessary as well as establishing job descriptions and salary scales. [*4 times a year*]

▶ **Running for PARISH COUNCIL or BOARD OF EDUCATION:** STA depends on the leadership of parishioners in the two elected deliberative bodies of the parish. Elections are held at the end of the spring semester and resident and student parishioners are encouraged to nominate themselves, offering their time and talent in service to the parish. [*elections in April*]

▶ **Fundraising & Development Committee:** develops annual and long term fundraising and development goals, cultivates relationships with alumni and friends, and organizes alumni events and public relations. [*monthly*]

▶ **Help with homecoming, senior dinner, other special events.** [*as needed*]

▶ **The Finance & Administration Commission:** is concerned with the financial, personnel, and physical aspects of the parish. The committees that comprise this commission are: Budget, Stewardship, Buildings & Grounds, Personnel, and Fund Raising & Development. [*monthly*]

BUILDING AND GROUNDS

▶ **Gardening/Landscape:** help with the care of the plants and grounds around the church and apartment building: watering, pruning, planting either on a regular basis or as needed. [*seasonal*]

▶ **Fall & Spring Clean-up days:** STA has 2 clean-up days a year. On a Saturday from 9 am to Noon parishioners come together to help with indoor cleaning as well as outdoor cleaning and yard work. [*two times a year*]

BUILDING AND GROUNDS

- ▶ **Landscape Committee:** work to develop, evaluate and implement the design for the garden areas around the building, usually taking a hands on approach. [4-5 times a year]
- ▶ **Help with regular church cleaning:** parishioners help by *adopting* part of the church to clean — makes a great family project. We need pew cleaners and window/glass cleaners (interior and exterior). All we ask is that you be faithful to keeping "your area" clean on a regular basis—at least once a month. [monthly]
- ▶ **Buildings & Grounds committee:** oversees the parish's physical property as well as helps facilitate the repair and ongoing maintenance of all STA buildings and grounds. [monthly]
- ▶ **Snow Removal:** help with shoveling of sidewalks, steps and entrances before Masses or whenever there is a heavy snow. [occasional / winter]
- ▶ **Help with Maintenance Projects:** parishioners help with small projects as needed, volunteering your skill in making a needed repair or helping with a maintenance project. [occasional]
- ▶ **Lawn mowing:** help cut grass around apartment building and parking lot on a regular basis. [seasonal]

CHARITY, JUSTICE, PEACE, SERVICE

- ▶ **Faith and Justice Weekly Education Program:** JustFAITH groups meet weekly from September to May to study the relation of faith and justice in our lives and in the church. The program includes readings, videos, conversations about the most difficult topics, face-to-face encounters with the poor, and an investigation into the connection of spirituality and Christian activism. [weekly]
- ▶ **Legislative Action Network:** information on specific legislative issues related to Catholic social teaching is provided on a regular basis via email. [occasional]
- ▶ **All-Parish Service Immersion Trips:** several trips may be planned to take both resident and student parishioners to help in the Gulf Coast area and elsewhere. [occasional]
- ▶ **Charity, Justice and Peace Commission:** assists the parish in living out the social ministry of our faith by planning and overseeing programs and setting goals for education and action for social justice and peace. Meets monthly. [first Thursday of each month]

▶ **Partnering with a Gulf Coast Parish:** The parish is initiating a partnership with a parish in the hurricane-devastated Gulf Coast. We will be looking for ways to connect with the parish and to provide support. A work trip is possible. [occasional]

▶ **Helping Local People in Need :** The parish offers a variety of ways to serve people in need in Story County. The parish has three **food collections** and volunteers take donations to the local food shelf; parishioners provide **meals for the local shelter** on Fridays (sign up at the information table in the Gathering Space); parishioners **cook and serve meals at Food at First** United Methodist Church on the first, second, and fourth Mondays (sign up at the information table in the Gathering Space); **volunteers interview people asking help** for rent and utilities from our parish's Love Your Neighbor Fund; and parishioners volunteer in other ways to help local people in need. [occasional]

▶ **Community Organizing:** St. Thomas has joined AMOS, the local community organizing group, as a way to bring people together to share concerns on community needs and work together to help solve them. A core group helps get people involved; some interview other parishioners; there are also small house meetings for parishioners planned for fall 2006 to meet together and share concerns with facilitators and hosts. [occasional]

LITURGY AND WORSHIP

▶ **Liturgy Planning Committee:** plans and prepares liturgies for the major seasons of the church year, enhancing the prayer of the community. Coordinates and recruits volunteers. The committee meets prior to the beginning of liturgical seasons. [six times a year]

▶ **Art & Environment Committee:** provides an appropriate atmosphere and environment for each season of the church year. A variety of people are needed for this help with changes of the season. If you are creative, or maybe not so creative, but willing to lend a helping hand in making our worship space inviting and attractive, we need you. The committee meets prior to the beginning of each change in the church season for setting up and take-down. [4 times a year]

▶ **Bake Altar Bread:** recipe and training provided and takes about 2 hours a couple times a year to prepare and then bake altar bread and bring to the church to be used at our Eucharist. [weekly rotation schedule]

▶ **Liturgical Ministries:** worship expresses who we are as the people of God. At St. Thomas Aquinas over 300 students and resident parishioners volunteer to serve in a special way through their involvement in Liturgical Ministries. [as needed]

LITURGY AND WORSHIP

- ▶ **Music Ministry:** be a part of this liturgical ministry if you play a musical instrument or enjoy singing. There are weekly rehearsals for each Mass group. [*weekly*]
- ▶ **Videotape STA Events:** videotape weekend Masses for cable replay, baptisms, and other special parish celebrations. Use STA equipment and schedule your time with other parishioners in this ministry. [*every 5-6 weeks*]
- ▶ **Help launder & iron purificators.** [*weekly / one month a year*]

PARISH FAMILY LIFE

- ▶ **Prayer Network:** When a need arises parishioners call the parish office with the prayer request. The office calls the Network coordinators, who in turn call persons who have committed themselves to pray for special needs. [*as needed / when called*]
- ▶ **Bereavement Ministry—Funerals:** Bereavement ministry provides a luncheon following funeral services. The funeral lunch, served in the Lower Lounge, is a convenience and a source of grace and support for the deceased's family and loved ones. On Time & Talent two items relate to this ministry: (1) provide food for funeral dinners, and (2) serve funeral dinners. Help is needed preparing the food, setting tables, serving the food and cleaning up. Donations of salads, desserts, side dishes contribute to this ministry—either bringing it to the parish kitchen or preparing something here. [*2-5 times a year*]
- ▶ **Gay/Lesbian Ministry:** monthly meeting of lesbian, gay and bi-sexual parishioners to discuss appropriate spiritual and social issues as well as share the painful and joyful events that lesbian/gay people experience as members of the Church. [*monthly*]
- ▶ **Bereavement Ministry:** provide support for families at the time of death and following the death of a family member. Using prepared materials assist families in preparing vigil and funeral ceremonies. [*as needed*]
- ▶ **Coffee & Donuts:** on Sunday mornings between Masses parishioners gather for coffee, donuts, juice, milk and conversation. Part of forming a faith community is getting to know other parishioners, more than the back of a head in a pew! Join us if you can. Help is also needed for set-up and clean-up. With enough volunteers people are called upon only once every six weeks. If you are just hungry come on down to the Lower Lounge after 8:30 Mass. [*once every two months*]

- ▶ **Babysit for STA functions:** volunteers do child care in "Angels" room (evenings or during the day) for parents that are attending meetings. [*occasional*]
- ▶ **MOMS (Ministry of Moms Sharing):** a ministry where mothers gather together, pray, share stories and become spiritually enriched. A great source of support, spirituality, and enrichment. [*weekly*]
- ▶ **Parents of Young Children (PYC):** parents with children (birth to 7 yrs) who support one another in family life and parenting through social and religious activities such as: ice cream socials, hayride at the Pumpkin Patch, All Saints, Advent, Epiphany and Lenten gatherings. [*six times a year*]
- ▶ **Welcome Newcomers:** help welcome and introduce new parishioners and families to the STA faith community through personal contact and home visits. Materials and training provided. [*fall & spring*]
- ▶ **Provide meals for new parents:** prepare and deliver a meal to a family with a new baby. [*3-4 times a year*]
- ▶ **Knights of Columbus:** you will find Catholic gentlemen working to fulfill the central mission of the Knights of Columbus: striving in charitable works; serving the Church; supporting brother Knights in their temporal and spiritual needs; acting for the good of their country; and giving aid to the needy, poor, and sick in their community. The Knights of Columbus encourages the spiritual growth and personal holiness of each of its members. Participation in Church ceremonies, prayer, and charitable works allows the members to work for the Church in many different ways. [*throughout the year*]
- ▶ **Stone Soup Suppers:** in the Russian folk tale, "Stone Soup," three soldiers tramping home across Russia seek food and hospitality in a small village. As each person gives a little, strangers become friends and enjoy a delicious meal. During the winter months STA parishioners host a simple meal in their homes preparing the soup and "attendees" bring salads, desserts, bread. In coming together "strangers become friends." Indicate your interest in hosting on the Time & Talent form. Attendees sign-up in January. [*once a year*]
- ▶ **Prepare Meals for Priests:** each Tuesday an evening meal is prepared and brought to the priests' apartment. The parish secretary calls the day before to confirm time of delivery and how many priests will be home. [*2-3 times a year*]
- ▶ **Teams of Our Lady:** teams of 4-6 married couples meet monthly to pray, & dialogue to deepen their relationships. [*monthly*]
- ▶ **Ministry to the Sick/Homebound:** visit, pray with and bring communion to homebound parishioners. Training provided. [*2 times a month*]

PARISH FAMILY LIFE

- ▶ **Help with Basement Sale:** help in setting-up, organizing, working the sale, and clean-up. [*week of Labor Day*]
- ▶ **STA Young Adults:** a group of young adults in their 20's & 30's who join together to share & reinforce their Catholic faith through service, faith-sharing & social activities. [*weekly / no commitment*]
- ▶ **Parish Family Life Commission:** fosters a spirit of family among all members of the parish by supporting and affirming the existing ministries of parish family life and responding to the needs of the parish. [*once a month*]
- ▶ **Pray for a couple preparing for marriage.** [*throughout the year*]
- ▶ **Prepare & deliver a meal to persons in crisis.** [*2-3 times a year*]

RELIGIOUS EDUCATION AND YOUTH

- ▶ **Help In Nursery During Mass:** parishioners to watch over and care for children during Masses as parents drop them off at Angels Room. [*bi-weekly*]
- ▶ **Religious Education teacher or aide:** those interested in helping our parish children learn and grow in the Catholic faith serve in an important ministry of education. Religious Education classes take place on Wednesday evenings or Sunday mornings September through April. [*weekly*]
- ▶ **Serve on Youth Ministry Planning Team:** meets once a month to discuss Youth Ministry goals and to plan Youth Ministry activities. This team of teens, adults, and college students plan and organize opportunities and social events, as well as retreats and other activities for the teens of STA. [*monthly*]
- ▶ **Help with Youth Activities:** opportunities to help include: making phone calls, chaperoning a retreat or an activity (such as a Coffee House, Bowling, or cook at ERP), helping to plan retreats, cooking for retreats (or when food is needed), helping with mailing letters and postcards, or driving (when drivers are needed). [*monthly*]

SPIRITUAL GROWTH

- ▶ **Bible Study:** meet with fellow parishioners to study, share and pray with Scripture. [*weekly*]

▶ **Worship and Spiritual Growth Commission:** a consultative group of parishioners working together with the Pastor and liturgist in promoting full, conscious and active participation in all liturgical celebrations. [*once a month*]

▶ **Catholic Faith Survey:** a six session course presenting some of the principal teachings and practices of the Catholic Church. [*6 evenings*]

▶ **Charismatic Prayer Group:** join in spiritual growth through the Holy Spirit and through mission to share the Gospel with others. Group meets every Thursday night from 7-8:30 pm in the Martyrs Room. Each meeting starts with praise and worship, followed by faith sharing, and concludes with fellowship. [*weekly*]

▶ **Sponsor someone joining the Church:** parishioners who are at least 18 and have been baptized and confirmed can serve as sponsors for adults or children choosing to become Catholic. You share in prayer, instruction and liturgical celebration. [*meet weekly with the candidate*]

▶ **Partners in Preaching:** parishioners of all ages help with homily preparation and critique. This involves regular faith sharing meetings discussing upcoming readings, prompting discussion and new ideas. It occasionally involves critique providing our preachers with ideas on how to improve. [*weekly*]

▶ **Retreat Opportunities:** are offered, in the archdiocese, throughout the year to provide opportunities for spiritual growth through prayer, reflection and discussion. These opportunities are listed on the parish web page and are often emailed to those on the resident email list. [*occasional*]

▶ **Christian Life Community:** CLC (previously the "Sodality of Our Lady") is based on Ignation spirituality. Members are inspired by Mary's obedience to God and the desire of Jesus to bring about the Kingdom of God more fully. Essential to participation in small groups is the process of faith sharing, learning how to live the Christian life more fully and bonding with others who share your spiritual desires and needs. [*weekly*]

▶ **Eucharistic Adoration:** is held each month on the second Tuesday after Noon Mass until Midnight and then on Wednesday from 8 am to Noon Mass. Spend 30 minutes or an hour in prayer before the Blessed Sacrament. We need to have someone present at all times during the devotion. [*monthly*]

▶ **Outreach to inactive Catholics / Unchurched:** using "Landings" a small group process of reconciliation, parishioners minister to welcome back returning Catholics in a structured process of discussion, prayer, and guidance. [*occasional*]

CAMPUS MINISTRY

- ▶ **Graduate Student Activities:** gatherings of ISU graduate students providing opportunities for socializing, praying, faith-sharing, service opportunities, discussions, and more. [*every two weeks*]
- ▶ **Community Service Opportunities:** students assist in Friday meals at the local shelter, helping at the Des Moines Catholic Worker, projects with the elderly at a local nursing home, assisting a program with young adults with disabilities, help with English as a Second Language classes, helping with Habitat , and other programs to assist people in need in Central Iowa. [*occasional*]
- ▶ **Education in my Catholic Faith:** STA has many resources for you to learn more about what it means to be Catholic. We will make you aware of things like bible study groups, special speakers, Exploring Catholicism classes and more.
- ▶ **Bible Study:** Student Bible Study groups meet for 8-10 weeks each semester. Groups are led by trained student leaders. Each semester we focus on a different book of the Bible. We try to look at the text and what it means as well as what it implies for our lives and beliefs. [*weekly*]
- ▶ **STA Contacts for Residence Halls & Greek Houses:** This program is established to assist in generating community among Catholics at ISU in the residence halls, Greek system, & Frederiksen Court. If you are interested in helping others feel connected to the ISU Catholic community—this program is for you. [*several times a month*]
- ▶ **Sunday Night Supper:** If you have an interest in cooking for a large number of people then this is for you!! Meet with other students on Sunday afternoon and prepare meals for members of STA. This event occurs approximately once a month while school is in session. [*once a month*]
- ▶ **Small Catholic Communities:** Meet with other students to share your faith. Each group of 5-10 students uses a scripture-based format for sharing faith issues. [*weekly*]
- ▶ **Student Justice Action Team:** students meet to learn about Catholic teaching on justice and to help plan and lead activities that promote education and advocacy for justice. [*weekly or bi-weekly*]
- ▶ **Women Religious Discussion Group:** young women gather with one of the Sisters on staff for food, prayer, and sharing on what it means to be a Sister and how does one discern that call or support someone else discerning the call. [*twice each semester*]
- ▶ **Campus Ministry Commission:** assists the Campus Ministry team in evaluating current programs assessing needs, and developing plans for the future. [*3rd Wednesday of each month*]
- ▶ **Retreats:** Campus Ministry sponsors five retreats for college students each year. The **New Student Retreat** welcomes new ISU students into the St. Thomas community. Participants reflect on their new college experience, make lasting faith based friendships, and learn how to be involved at STA. **Antioch**, a weekend retreat held two times each year, encourages deeper reflection and commitment to one's identity as a Christian. Student witness talks and small group sharing form the substance of the retreat. **Relationships Retreat**, held each spring, allows dating couples to reflect on all aspects of their relationship-including faith, sexuality, family issues, communication and more. Participants from all denominations and faiths are welcome. **The Busy Person's Retreat**, held during a week in the fall, focuses on daily prayer with scripture, developing a deeper awareness of God's work in our everyday lives, and the importance of reflecting on our experiences with a spiritual guide (guides come from across the region). **Spring Retreat**, different each Spring, this over night retreat is a way to renew your Faith, take a break from classes, and meet other Catholic ISU students.
- ▶ **Priesthood Discernment Group:** Come and meet with Fr. Ev, Fr. Miller and fellow students about what it means to have a call and vocation to priesthood. The group meets on Sunday nights after 7PM mass 3 or 4 times a semester. Topics of discussion are: vocation, prayer, celibacy, gifts and talents, etc. [*monthly*]
- ▶ **Alternative Breaks:** opportunities to spend breaks in service to the poor in inner city Des Moines, Appalachia, Denver, New Orleans, or Central America or to grow in faith by a spring break visit to Benedictine monasteries in northwest Missouri. [*occasional*]

Liturgical & Music Ministry

Sign-up for liturgical and musical ministries is **not** part of the Time & Talent survey.
A separate sign-up takes place, Fall, Spring, and Summer for scheduling.

- ▶ **Communion Minister:** distributors of the Body & Blood of Christ, present as the consecrated bread and wine, during Mass. Training required.
- ▶ **Lector:** Proclaimers of the Word of God! Parishioners with a love of Scripture who have good voice quality, enunciate clearly, and read with understanding. Training required.
- ▶ **Hospitality Ministers:** Make newcomers, parishioners, and guests welcome as we gather for the Eucharist. Duties include greeting people at the door, caring for individual needs, distribution of hymnals and bulletins. Training required.
- ▶ **Sacristan:** help by preparing for the Eucharist celebration. Assist the Presider in setting up before Mass and in clearing things away after Mass. Training required.

St. Thomas Aquinas Church & Catholic Student Center MISSION STATEMENT

We, the people of St. Thomas Aquinas Church and Catholic Student Center in Ames, Iowa, recognizing the rich diversity of our resident and student community, joined together by our common faith in salvation through the life, death, and resurrection of Jesus Christ, unite in the following mission:

TO know God and reveal God's presence among us, striving to be a spiritual community of welcoming, growing, sharing, and witnessing Christians in the Catholic tradition.

TO worship God -- Father, Son, and Spirit -- in both communal and private prayer, and to celebrate our faith in liturgy, encouraging all to active participation and spiritual growth.

TO share the Gospel within the Church, with Iowa State University, and with the community at large, as we reflect personally on the Word, and thus proclaim, teach, and witness publicly to its power.

TO be a reconciling community by embracing differences, forgiving offenses, seeking justice, overcoming oppression, and promoting peacemaking in our own hearts, homes, parish, workplace, and the world.

TO lovingly serve the needs of others in the student, family, parish, local, and international communities through a variety of individual responses and group programs.

TO be a sign of hope as we live out the paschal mystery in our own lives, nurturing and supporting one another as we journey together in faith to the fullness of God's reign.

We pledge ourselves to this mission so that, through God's unconditional love, we can transform ourselves and our world in the light of the Gospel.