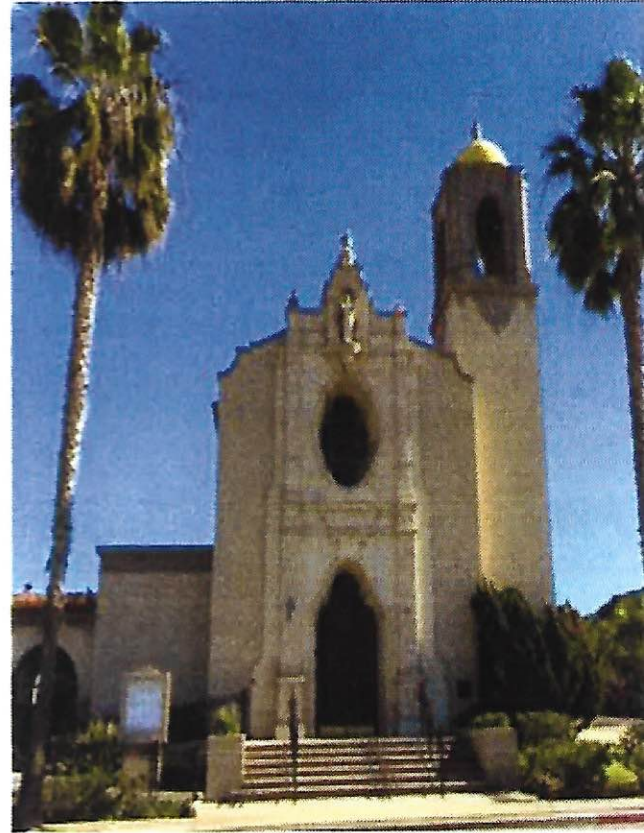


**THE CATHOLIC COMMUNITY
OF
SACRED HEART CHURCH
OCEAN BEACH**



A PARISH BUILT ON LOVE

**The Mission of Sacred Heart Church is to
Strengthen the Community through Worship
Guided by the Spirit, Meet the Needs of the Pe**

TIME AND TALENT BROCHURE

**Sacred Heart Church of Ocean Beach
4776 Saratoga Avenue
San Diego, California 92107**

619-224-2746

www.sacredheartob.org

YOUR STEWARDSHIP IS IMPORTANT

Check () if you are interested in joining the ministry. One form per individual.

Please return brochure by mail or place in collection basket. You will be contacted by the appropriate person.

Name _____
 First MI Last

Address: _____

City/State/Zip: _____

Phone #s: _____

E-Mail: _____

Other: _____

PARISH OFFICE MINISTRY	
<input checked="" type="checkbox"/>	<p>COMMUNICATIONS: Work to inform parishioners of events, decisions and other aspects of our community life (via e-mail, website, bulletin) As needed. Time: Flexible</p>
	<p>OFFICE ASSISTANT: Help keep parish records, light computer, typing, filing, phone, errands. Time: As needed Office Hours: Mon.-Fri.: 8:30 - 12:00 and 1:00 - 4:30</p>
	<p>RECEPTIONIST: Greet visitors to the parish office, answer phones & take messages, general reception duties. Time: Flexible</p>
	<p>WEB MASTER: Maintain & update Parish website. Must be computer & website literate. As needed. Time: Flexible</p>

OPERATIONS & MAINTENANCE	
<input checked="" type="checkbox"/>	<p>BELLS MANAGEMENT: Program church bells. Time: as needed</p>
	<p>BUILDING & MAINTENANCE: Assist in the upkeep, repairs, and landscaping of the Church buildings and grounds. Time: Flexible; as needed</p>

SACRED HEART ACADEMY PRESCHOOL	
<input checked="" type="checkbox"/>	<p>VOLUNTEER: Assist Preschool Personnel Time: Monday - Friday as scheduled</p>

YOUTH MINISTRY	
<input checked="" type="checkbox"/>	<p>HIGH SCHOOL YOUTH GROUP: Outreach to high school teens bringing them closer to Christ through teachings, witnesses & fun. Time: Meets once a week in the youth room</p>
	<p>JUNIOR HIGH YOUTH GROUP: Gathers to share topics of our Catholic faith in engaging teachings, music and games. Time: Meets bi-monthly in the youth room</p>

MARRIAGE & FAMILY LIFE	
<input checked="" type="checkbox"/>	<p>FAMILY CORE LIFE: Promoting the value and sanctity of Marriage and Family Life through programs for Catholic Marriage Preparation; promoting Marriage and Family enrichment; Natural Family Planning; assisting and supporting young married couples and widowed and divorced individuals. Time: as scheduled</p>

WELCOMING MINISTRY	
√	
	<p>COFFEE & DONUTS RECEPTION: Help provide hospitality & refreshments after Sunday morning Masses Time: Weekly; as scheduled</p>
	<p>FUNDRAISING EVENTS: Assist in planning, preparing & hosting fundraising & social events for the Parish. Time: as scheduled</p>
	<p>GIFT BEARERS: Sign up for specific dates & times to bring forward our offertory gifts during the Mass. Time: As available</p>
	<p>MINISTERS OF HOSPITALITY : Welcome parishioners & guests as they arrive for Mass. Responsible for the offerings & bulletin distribution. Time: as scheduled</p>
	<p>HEARTBEAT TABLE: Staff the welcoming & information table in the vestibule of the church before & after weekend Masses. Time: As scheduled</p>
	<p>PARKING LOT MINISTRY: Coordinate or assist in parking lot logistics & street crossing. Time: As scheduled</p>
	<p>WELCOME COMMITTEE: Welcome new parishioners via personal visits to introduce Parish Ministries, resources & activities. Assist with the annual New Parishioner Brunch. Time: as needed</p>

**THANK YOU
 FOR THE COMMITMENT
 OF YOUR
 TIME AND TALENT!**

LITURGICAL MINISTRY AND SPIRITUALITY	
√	
	<p>ALTAR CARE / SACRISTAN: Care for the sacred vessels and sacristy supplies. Time: Flexible</p>
	<p>ALTAR SERVER LEADER: Teams well versed in the Liturgy to train and lead Altar Servers, assist with scheduling and plan meetings and activities. Time: As needed</p>
	<p>ALTAR SERVERS: Assists the priest at Sunday and weekday Masses. Pre-requisite: 1st Communion. Training provided. Time: As scheduled.</p>
	<p>CHILDREN'S LITURGY OF THE WORD: Facilitators and assistants are needed to help children (who have not made their first communion) to participate in their own Liturgy of the Word during Sunday Mass in a room separate from the main assembly. Time: at the 9:00 or 11:00 Sunday mass. Session prep time: 1-2 hrs. & 20 min. during Mass</p>
	<p>MUSIC MINISTRY / CHOIR: Provide music at Sunday Masses & special occasions. 3 specialized choirs: chant, traditional, contemporary. Time: Sunday Masses & Practices as scheduled</p>
	<p>MINISTERS OF HOLY COMMUNION: Assists in the distribution of Holy Communion during Mass and/or bring the Eucharist to the homebound. Time: As scheduled</p>
	<p>MINISTERS OF THE WORD: Proclaim the Word at Mass. Time: As scheduled</p>
	<p>LITURGY COMMITTEE: Help plan the liturgical celebrations according to the seasons with an emphasis on the major feast days to enhance the experiences of worship in the parish. Time: Meets monthly</p>

FAITH FORMATION	
✓	
	<p>GENERATIONS OF FAITH: Events-centered faith formation for the whole parish community focusing events on Church life: Church feasts & seasons; sacraments & rituals; justice & service; prayer & spirituality; community life. Group facilitators & hospitality ministers attend monthly gatherings. Time: as needed</p>
	<p>R.C.I.A. TEAM OR SPONSOR: Active Catholics to support and guide inquirers in their faith journey. Sponsoring families needed for Children's Initiation. Time: as needed</p>
	<p>R.C.I.A. CANDIDATES: Adults and children 7 yrs. and older interested in learning more about Catholicism and / or becoming full members of the Catholic Church.</p>
	<p>SACRAMENTAL PREPARATION & RELIGIOUS EDUCATION CATECHIST: Facilitators to guide and instruct children and their families in on-going faith formation. Training is provided. Catechists are needed for sacraments of initiation. Time: Sunday morning</p>
	<p>SMALL CHURCH COMMUNITIES: Small groups of parishioners that meet weekly / bi-monthly to share faith and reflect on their life in light of the Scriptures.</p>

PARISH SUPPORT & OUTREACH	
✓	
	<p>BEREAVEMENT MINISTRY: Help coordinate & prepare funeral liturgies; assist at Mass as Liturgical Ministers. Help with the preparation / serving at the reception. Provides resources for grieving families. Time: As needed</p>
	<p>LOAVES & FISHES: Assist in gathering, sharing & distributing of food & household supplies to those in need. Joint effort with other churches in the OB community. Time: 1st Sunday of each month or as available</p>
	<p>MINISTRY TO THE HUNGRY: Dinner preparation and service to those in need; clean-up following. Distribution of food from the food pantry during dinner. Time: Bi-monthly; full schedule: 4:00 p.m. to 8:00 p.m.; or a portion of the schedule as desired.</p>
	<p>MEALS-ON-WHEELS Assist in delivering meals to homebound in our community. Time: 2 hours midday, once a month</p>
	<p>PRAYER NETWORK: Join other in praying for those in need. Time: As needed</p>
	<p>SENIORS: Help plan & assist social activities for Seniors. Time: Flexible / As needed</p>
	<p>SENIOR LUNCH: Volunteers to cook, serve, & clean up. 50 yr. old & over invited to the lunch. Time: 1st Fridays, Feb. - May, Oct. - Dec.</p>
	<p>SPONSOR-A-FAMILY: Providing Thanksgiving & Christmas food & gifts to local families in need. Time: as scheduled</p>

ORGANIZATIONS	
✓	
	<p>ALTAR & ROSARY SOCIETY: Women support the needs of the rectory & parish through fundraising & social events. Meetings include praying the rosary followed by a potluck. Time: Business meeting: 1st Wednesday of each month</p>
	<p>KNIGHTS OF COLUMBUS: Social organization of Catholic men dedicated to service & upholding Church teachings. Sponsors events for entire parish. Time: monthly meetings & various events</p>