***Time & Talent Form***

**Immaculate Heart of Mary Parish 2023**

**Mission Statement: We exist to Encounter Jesus in the Eucharist,**

**overflow with His love and evangelize**

**Complete one form per person. Please print.**

Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## (Home) (Work) (Cellular)

## Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## (Street) (City) (ZIP)

## E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is contact information new? □ Yes □ No

□ I am registered with the parish. □ I would like to register with the parish.

**STEWARDSHIP OF TIME & TALENT**

**● Complete this section by placing an “X” in the box.**

**● *ONLY sign up for ministries that you are new to or interested in, NOT your current ministry commitment.***

**● If you no longer serve in your ministry, please contact your ministry leader or contact the parish office to let us know.**

**Note: Opportunities for homebound parishioners are highlighted in red.**

**COMMITMENT**

**Liturgical Ministries**

□ **Adult Choir** 18 years and older Christmas/Easter

□ **Altar Servers** Youth & young adults for weekday and weekend Masses Not limited

□ **Art & Environment** Group meets to assess our liturgical space and plans for the various seasons. Bi-annually

□ **Cantors/** Men and women with a musical background and can lead/engage the Varies

**Instrumentalists** gathered assembly in song, psalm and other liturgical responses.

□ **Church Cleaning** Volunteers to clean/dust the worship space. Service time is arranged to Varies

accommodate your schedule.

□ **Extraordinary** Those parishioners who have received Baptism, Confirmation, and Eucharist Scheduled Liturgy

**Ministers of** and are 18 years of age or of mature faith, are asked to serve in two ways— Training

**Holy Communion** some as ministers of the Body and Blood of Christ at Mass, while others Eve of Reflection

take the Eucharist to those who are sick and/or homebound.

□ **Ministers of** **Greeters** and **ushers** play a vital role in our parish liturgies--welcoming, Scheduled Liturgy

**Hospitality** seating people, collecting offerings, assisting those with special needs, etc. Training

Eve of Reflection

□ **Plant Care** Individuals needed to maintain the plants and flowers in Church. Varies

□ **Readers** Men and women aged high school and older are invited to proclaim Scheduled Liturgy

God’s Word at Mass and at other parish liturgies. Training is generally Training

held each fall. Eve of Reflection

□ **Sanctuary Care** Individuals or families are needed to prepare the sacristy and altar prior Weekends

**(Sacristan)** to weekend liturgies.

**Councils and Commissions**

**Intersted**

**Continued Involvement**

**Leaving the Ministry**

□ **Finance Council** Consultative body to the Pastor for the financial and material 3 years

administration of IHM Church. Bi-monthly

□ **Pastoral Council** Advise pastor concerning parish budget, vision and mission. Monitors 1-3 years

implementation of 5 year pastoral plan.

□ **Stewardship** Work with Pastor and current commission to increase stewardship awareness. 1-3 years

**Commission** Plan annual Time, Talent and Treasure initiatives. Sept-May

Monthly

**Parish Life Ministries**

□ **Adopt a Garden** Small areas on the parish grounds and priests’ residence need weeding and Varies

gardening. NOTE: NEEDED

□ **Administrative** Greet, answer phones, clerical. We have opportunities in the mornings and Flexible

**Office Volunteers** afternoons Monday through Friday.

□ **Baking** Bake cakes, cookies, etc. for parish events. As needed

□ **Card Ministry** This ministry supports the sick and those who have lost members of their Sept-June

**(Social Ministry)** family. Requires no card making skills, open to those who would like 4th Wed. of month

to learn Materials are provided. The group meets monthly. 6:30-8:30 pm

□ **Funeral Luncheon** Assist in the preparation, serving, and cleanup of funeral luncheons at IHM. Varies - 10 am–3 pm

**Team**

□ **Marriage Prep/ Mentor** Married couples willing to share their faith and experience of marriage with As needed

**Couple** engaged couples. Training is provided.

**□ Prayer Circle Opportunity to pray for the sick and those who have experienced Weekly**

**(Social Ministry) death in family or friendship circles, and special intentions.**

□ **Change of Heart** Provide personal needs and/or mentoring to returning citizens, offer weekly Weekly

**Ministry** communion services at a local prison. Facilitate “Change of Heart Program”

that reinforces Christian principles/virtues of living both in prison and.

in the community.

□ **Restorative** Become a pen pal/prayer partner to encourage evangelization and faith- Varies

**Justice Ministry** sharing with those incarcerated.

**□ Shawl Ministry Make quilts, hats, mittens, etc. for those in need including children at Sept-June**

**(Social Ministry) St. Vincent Home, homebound parishioners recovering from surgery 2nd Wed. of month**

**or illness or in long term care. Yarn provided. Open to those who or at home**

**would like to learn.**

□ **Community Meal**  Provide support on the 3rd Sunday of each month and/or donate personal Varies

**(Social Ministry)** need items for distribution for those in need.

**Faith Formation & Development**

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□ **Facilitators for RCIA** Individuals to mentor adults who are interested in becoming Catholic. Weekly

□ **Assistant in Catechesis of** Open to those who would like to assist Preschool and Kindergarten aged 1-3 times

**The Good Shepherd (CGS)** children in an atrium. CGS provides children an opportunity to spend time in weekly

In prayer by working with materials and receiving presentations. .

Training provided by the parish.

□ **Catechist for Catechesis** Open to those who are already a CGS Catechist, or those interested in learning 1-3 times

**of the Good Shepherd** about the CGS method of formation, by receiving certified training to become a weekly

lead Catechist in an antrum.

□ **Summer Reading** Assist trained reading tutors in a classroom setting for a few hours during the week 1-3 times

**Program Volunteer**  over a 6 week summer period. Those interested in becoming a reading tutor can weekly

Receive training to participate in the program as a tutor.

**School Ministries**

□ **Athletics** Coaches and assistant coaches for various sports. Varies

□ **Lunch Assistant** Adults or seniors to assist students in the lunch facility. M-F 11:50-12:40 pm

□ **Grandparents Club** Adults and seniors to assist students in reading or math during the school day. School Year

**Affiliated Organizations**

□ **Knights of Columbus** A Catholic men’s organization that uses stewardship to promote the parish’s Varies

activity, and that of the larger world. Hold regularly scheduled events, most

of which take place at the Church throughout the year.

□ **St. Vincent de Paul** Be a part of a ministry team that provides material and spiritual support Varies

for the poor of South Lansing.

**□ Hands of Mary/Rosary**

Makers **Foster devotion to our Blessed Mother who draws us to Christ by making rosaries to send to the military and the poor throughout the world, asking people to pray the rosary for World Peace. Work is done at home, whenever you have time. Rosary making and training sessions are held the first Saturday of the month at 9 am (except for holiday weekends) and the Monday following the first Sat. at 6:30 pm. New rosary makers are very much needed!**

□ **Saint Monica Sodality** Prayer & Faith sharing the second Saturday of each month, 8:45 am. Monthly

□ **Holy Spirit Oratory Adorer** Pray before the Blessed Sacrament at our Chapel of Perpetual Adoration. 1 hr/week

□ **Holy Spirit Oratory** Take on a specific role to help maintain, support or promote the Adoration Monthly meeting

**Leadership Team** Chapel (i.e. Scheduler, Cleaning, Security, Social Media, Librarian, ETC) and 1hr/week of work

**SPECIAL SKILLS (Check a “Special Skill” if it applies to you. If the skill is needed in the parish you will be called**

**regarding your availability.)**

**□** Advertising **□** Driver **□** Landscaping **□** Social Work

**□** Carpentry **□** Electrical **□** Marketing **□** Technology

**□** Catering **□** Event Planning **□** Photography **□** Wood working

**□** Child Care **□** Foreign Language **□** Plumbing **□** Other: Please note

**□** Computers **□** Graphic Design **□** Seamstress

**□** Counseling/Legal **□** Interior Design **□** Sign Language

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*“Above all, let your love for one another be intense. Be hospitable to one another without complaining.*

*As each one has received a gift, use it to serve one another as good stewards of God’s varied grace.”*

-1Peter 4: 8a, 9-10

*May God bless you for sharing your gifts.*

Immaculate Heart of Mary Church

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