

If you are interested in learning more about any of our ministries or becoming involved in one or more, please fill in the information below and return it to the Parish Office, 4331 W. Maryland Avenue, Glendale, AZ 85301.

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Preferred method of contacting you (please circle): Phone Cell Email

Best day/time to reach you by phone: \_\_\_\_\_

Ministries you are interested in learning more about or joining:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Christ has no body on earth but yours;*

*Yours are the only hands with which He can do his work,*

*Yours are the only feet with which He can go about the world,*

*Yours are the only eyes through which His compassion can shine forth upon  
a troubled world.*

*Christ has no body on earth but yours.*

*Teresa of Avila (1515-1582)*



*St. Louis the King Parish*

4331 West Maryland Ave.

Glendale, AZ 85301

**623-930-1127**

*Sharing your Gifts  
of  
Time and Talent*

*The Lord does us the honor of placing his confidence in us and calling us to the ministry, showing us his mercy. This call is not reserved for a few, it is for everyone, each in his own state of life.*

- Pope John Paul II

## GENERAL INFORMATION

Although most ministries conduct their business in English, all ministries are open to English and non-English speaking parishioners.

All those involved in a ministry of the church are required to attend Called To Protect training offered by the parish or diocese. Those working in ministries that have direct contact with children and youth are required to attend training annually. No adults will be allowed to participate in a ministry until the Called to Protect requirements for that ministry have been met.

To learn more about a ministry or ministries, please contact the parish office, 623-930-1127. For assistance in discerning which ministry will best fit your life and interests, please leave a message for a member of the Stewardship Advisory Board.

**Fall Festival Committee**—Any parishioner or others who assist with the annual parish fall festival. Positions are available such as chairperson, booth/concession food handler, game host, booth/concession building engineer, parking lot attendant, and grounds keeper and maintenance as well as other various positions.

*Qualifications/Training Requirements: Commitment for leaders is planning, development, coordination, assignments and budgetary needs. Must also have a willingness to serve in any way necessary for the success of the festival.*

**Cursillo Movement**—This ministry assists the parish to promote and support participation by parishioners in making a Cursillo weekend. These renewal weekends are scheduled separately for women and men at Mt. Claret Center and are designed to assist individuals in deepening their personal and community life in Christ.

*Qualifications/Training Requirements: Must have completed Cursillo weekend and be part of the leadership team sponsored by the diocese.*

**Annulment Assistance**—Helps divorced persons acquire the freedom to receive the sacrament of matrimony.

*Qualifications/Training Requirements: Personal communication skills, some computer skills, training from the diocese in canon law procedure.*

**Lady Blanche Gift Shop**—This ministry involves assisting the parish gift shop in selling religious gift items after each weekend Mass service.

*Qualifications and Training Requirements: Be willing to fulfill an assigned work schedule to coincide with Mass schedules. Must attend to duty before and after mass and be able to write down description and price of items sold. Must have good customer service skills.*

**Volunteer Receptionist**—Weekly or bi-weekly commitment as volunteer to answer the telephone and route calls or requests to the appropriate staff.

*Qualifications/Training Requirements: Some knowledge of office operational procedures such as telephone etiquette and message writing. Must have excellent customer service skills and be responsible and committed to assigned work schedule.*

### **BUILDING AND GROUNDS MINISTRY**



**Parish/School Maintenance Volunteer**—Assist the Maintenance Supervisor in planning and implementing various areas of maintenance for buildings and grounds (e.g. carpentry, electrical, plumbing, etc.)

*Qualifications/Training Requirements: None. Some maintenance functions require experienced carpenters, electricians and plumbers.*

### **OTHER PARISH ORGANIZATIONS AND MINISTRY OPPORTUNITIES**

**Women's Club**—This organization is open to all women. The group meets monthly from September through June for business meetings and social events. Members provide funeral lunches, various receptions for parish activities and hold fundraising craft and bake sales twice a year to help support the parish.

*Qualifications/Training Requirements: Members need not be members of the Parish. Annual dues of \$5.00 per year.*

**Legion of Mary**—Women and men who meet weekly to pray. Members assist the Pastor in reaching out to individuals within the parish boundaries to pray and to provide information about the Catholic Church. Some of the activities are at home enthronements to the Sacred Heart of Jesus, visits to rest homes and hospitals, prison ministry and door-to-door contacts. During their visitations they invite individuals to enter or return to the practice of their faith.

*Qualifications/Training Requirements: Willingness to conduct home visits and telephone calls. Commitment to doing God's work.*

**Marriage Encounter**—Facilitates increased communication between spouses so as to honor the Christian value of marriage. They hold weekend encounters for couples, provide follow-up sessions with couples, raise funds for the church and participates in other activities relative to parish needs.

*Qualifications/Training Requirements: Must be married and have already attended a marriage encounter session.*

### **WORSHIP MINISTRY**

**Adult Server/Sacristan**—Provides assistance during weekday masses and special occasions, with the set up of the altar and serving mass.

*Qualifications/Training Requirements: Training is hands-on. Must be available to conduct tasks as needed.*

**Art and Environment**—Purpose and scope of this ministry is to prepare the Worship space in a manner that enriches the liturgical experience and contributes to an atmosphere of reverence and prayer. The entire parish is involved in this ministry in terms of keeping the worship space clean and in making contributions/donations for flowers and sanctuary needs such as fabric, pottery, and special candles during the different seasons throughout the year.

*Qualifications/Training Requirements: Must be able to read and understand Documents on Sacred Liturgy and diocesan directives from the Office of Worship, must be able to provide information and guidelines on what is appropriate and acceptable for liturgical worship and sacramental services.*

**Church Cleaner/Altar Preparation**—Provides cleaning services to prepare the church for worship by cleaning the sanctuary, washing and ironing linens and albs, filling sanctuary lamps and candles, and making sure holy water containers are full.

*Qualifications/Training Requirements: Training is hands-on. Must be available to conduct task on daily basis.*



**Choir/Musicians**—A group of individuals gathered together to help enhance the assembly/congregation and liturgical celebrations by singing and playing music during mass.

*Qualifications/Training Requirements: Must have a desire to sing the Lord's praises, be able to read music or learn by "ear", be familiar with the Sunday liturgy and be comfortable standing before the assembly.*

**Liturgy Committee**—This committee plans all aspects off the liturgical celebrations, prayers and other activities related to liturgy. The committee meets monthly to address issues centered on the liturgy: music, rituals, art and environment, training needs, and those facets of the sacramental life of the parish that are applicable to the group.

*Qualifications/Training Requirements: Have knowledge or learn the Documents on Sacred Liturgy and Diocesan Directives from the Office of Worship to provide information and guidelines on what is appropriate and acceptable to liturgical worship and sacramental services.*

**Usher**—Assists during Mass, taking up collections, recruiting gift bearers, and securing collections and the church.

*Qualifications/Training Requirements: Must attend formation training to learn procedures and guidelines related to usher duties as well as annual continuing education workshop conducted by the parish.*

**Youth Altar Server**—Assists with handling of sacramental items during Mass.

*Qualifications/Training Requirements: Must have received First Holy Communion and attend training related to duties of altar server.*



**Extraordinary Minister of the Eucharist**—Share the presence of Christ in His body and blood with parishioners by distributing the Holy Communion during Mass and/or take communion to the homebound, hospitalized, elderly, or sick and those in care centers or nursing homes.

*Qualifications/Training Requirements: Open to men and women who are confirmed, have demonstrated a commitment to weekly Mass attendance, having deep love for the Eucharist, are not subject to any Canonical impediments and have the physical ability to walk up and down the stairs, into the sanctuary, stand for long periods if necessary to distribute Holy Communion and able to hold a ciborium and distribute communion without any assistance.*

*Must attend a training program that includes theology of the Eucharist, modern concepts of ministry, prayerful spirituality and instruction in Church procedures, including how to distribute the host and cup, where to stand, the importance of using proper words at distribution and the respect and reverence for the Body and Blood of Christ. Must also attend annual continuing education workshop conducted by the parish.*

**Lector**—Proclaims the Word of God at Mass or other liturgical services.

*Qualifications/Training Requirements: Open to men and women who are confirmed, have demonstrated a commitment to weekly Mass attendance, have deep love for the Word of God, are not subject to any Canonical impediments and have the physical ability to walk up and down stairs and stand for long periods if necessary.*

*Must attend a training program that includes modern concepts of ministry, prayerful spirituality and instruction in church procedures, including when to come up and conduct liturgy of the word activities. Must also attend annual continuing education workshop conducted by the parish.*

**Parish Pastoral Council**—Council members act as advisors and assist the Pastor in setting the vision for the parish.

*Qualifications/Training Requirements: After submittal of Interest Application and an interview, individual's names of those interested are drawn or selected by lot.*

**Hispanic Advisory Committee**—Assist in guiding the development of ministry to the Hispanic population and to communicate and coordinate with staff and parish council regarding Hispanic needs.

*Qualifications/Training Requirements: Willingness to serve the Hispanic population and serve as leader of other organizations.*

**Weekly Collection Counters**—Members are put into teams and count the Sunday church contributions and special collections. Teams are rotated on a weekly basis. Volunteers must be available on Monday mornings.

*Qualifications/Training Requirements: Members are selected by the parish and trained.*

**Stewardship Advisory Council**—Members are responsible for educating parishioners about the true meaning of stewardship. They foster a welcoming, friendly environment and encourage parishioners to identify their passions and talents and to be open to the call of the Holy Spirit. They work in partnership with the Pastor, parish and school staff, the Parish and Finance Councils, and the various other ministries, to facilitate open communication and assist the parish as a whole in reaching its Strategic Plan Goals.

*Qualifications/Training Requirements: Open to all men and women who have demonstrated a commitment to weekly Mass attendance and have a desire to be active, participating members of the parish. Must be available to attend monthly Council meetings and subcommittee meetings when necessary.*

**Hispanic Stewardship Committee**—Under the guidance of the Director of Stewardship and Development and the Stewardship Advisory Council, members help parishioners within St. Louis the King's Hispanic community understand the true meaning of stewardship by fostering a welcoming, friendly environment that encourages parishioners to identify their passions and talents and to be open to the call of the Holy Spirit.

*Qualifications/Training Requirements: Open to all men and women who have demonstrated a commitment to weekly Mass attendance and have a desire to be active, participating members of the parish. Must be available to attend monthly Committee meetings.*

**Catechist**—Teaches religious education classes to elementary and junior high students.

**Religious Education Teacher Aide**—Assists the Catechist teacher in the classroom during religious education classes.

**Liturgy of the Word Teacher**—Takes children during Mass to a classroom and shares Scripture readings while adults are sharing the Word and homily during Mass. This ministry is also conducted in Spanish for our Hispanic parishioners.

*Qualifications/Training Requirements: Must attend Diocesan Formation Training and work towards obtaining certification.*

**Sacramental Preparation**—Under the direction of the Director of Religious Education, members assist in preparing parishioners of all ages to receive the Holy sacraments of Baptism, Reconciliation, First Holy Communion, and Confirmation.



**Baptism Preparation**—Under supervision and guidance of the Pastor, the baptism team assists in teaching and preparing parents and godparents to fulfill the canonical responsibilities of baptizing their children. The team works with parents and godparents to obtain letters of permission, they conduct home prayer services and provide individual sessions for young single parents and conduct Pastoral visits and home visitations.

**Parent Preparation**—Under the supervision of the Children Religious Education Director, parents are offered preparation classes whenever their children are going to receive the Holy Sacraments, First Holy Communion, Reconciliation, and Confirmation.

**Marriage Preparation**—Under the supervision of the Pastor, the Marriage Preparation Team facilitates classes and preparation activities for couples who wish to be married through the church.

*Qualifications/Training Requirements: Knowledge and training of Diocesan policy and Infant Baptism. Also have knowledge of sacramental policy which includes baptism, marriage and parent preparations*

### **ADMINISTRATIVE MINISTRY**

**Finance Council**—Assists and advises the pastor regarding financial matters of the parish.

*Qualifications and Training Required: Members are appointed by the Pastor.*

**Hospitality Committee**—Creates a welcoming environment by acting as greeters before and after mass, inviting newcomers and visitors to donuts and coffee after mass, mentoring new families, and following up with new members and guests concerning their experience at St. Louis the King.

*Qualifications/Training Requirements: Open to all men, women and families who have demonstrated a commitment to weekly Mass attendance, are willing to arrive 20 minutes before start of Mass and remain 20 minutes after Mass. Members should have an outgoing and welcoming nature. Identify new members and visitors, introduce yourself and assist visitors and new members. After Mass invite parishioners, new members and visitors for coffee and donuts. Answer any questions and tell everyone leaving to have a good week and welcome all parishioners back for following week.*

### **PASTORAL MINISTRY**

**Ministry of Praise**—A spiritual ministry in which we offer all prayers, joys and sufferings to God for the salvation of souls. We pray for our parish needs, our parish community, all parishioners and families. Through this ministry we provide a spiritual powerhouse that brings Gods blessings to our priests, staff, singles, parents, widowed, divorced, youth and inactive Catholics, sick, elderly, homebound, disabled and anyone in need of spiritual strength.

*Qualifications/Training Requirements: Commitment to pray daily for our parish sick, elderly, homebound and disabled.*

**Grupo de Oracion (Spanish Prayer Group)**—Provides praise and worship each week, assists in the development of adult leadership in the charismatic model, provides prayer over those with special needs.

Hacer oracion seminal, dar apolloyo para el desarrolloy y crecimiento a adultos en el modelo carismatica, y dar oraciones para personas con necesidad especial.

*Qualifications/Training Requirements: Commitment to pray for others and attend weekly meetings.*

*Comprometerse de orar para otras personas, la parroquia y atender juntas semanales.*

**Ministry of Care**—Conduct home or social visits and or bring Holy Communion to the elderly, sick, or parishioners who are homebound hospitalized, in care centers or nursing homes.

*Qualifications/Training Requirements: Open to men and women who are confirmed, have demonstrated a commitment to assist the elderly, sick, homebound, or parishioners who are in care centers or nursing homes.*

*Must attend a training program that includes theology of the Eucharist, modern concepts of ministry. Individuals are then commissioned for three years by the Bishop. Annual renewal sessions conducted at the parish are required for this ministry.*



**St. Vincent de Paul**—A charity ministry that works with the poor. The ministry assists the poor with food, prayer, rental and utility assistance, conducts home visit and makes home food deliveries to the elderly, sick, homebound and individuals with no transportation. Coordinates assistance activities with St. Louis the King Parish, other parishes and community organizations.

*Qualifications/Training Requirements: Open to Catholic and non-Catholic individuals. Must attend four sessions of formation training, which consists of 16 hours of in-depth information regarding St. Vincent DePaul philosophy, background and rules of the society.*

**Wake Services/Vigils**—This ministry has individuals who conduct vigil and rosary prayer services or lead rosary at mortuaries or church for deceased parishioners.

*Qualifications/Training Requirements: Open to men and women who have demonstrated a commitment to conduct rosary prayer upon call. Individuals receive training in how to conduct vigil prayer services.*

## **EDUCATION MINISTRY**

**School Advisory Board**—The school board functions as an advisory body to the Pastor and the Principal in matters relating to St. Louis the King School. Board members promote and encourage academic and religious standards to support community faith and to assist the school to achieve the goal of providing quality Catholic education to students.

*Qualifications/Training Requirements: Must attend Called to Protect training annually.*

**Language Class Monitor**—This ministry assists members of the parish in using language learning software to improve their English and/or Spanish language skills.

*Qualifications/Training Requirements: Must be committed to helping individuals learn new languages. A basic understanding of computers and Rosetta Stone. Training is available. Knowing how to speak Spanish and/or Vietnamese helpful.*

## **RELIGIOUS FORMATION**

**Adult Education**—Under the supervision of the Pastor, St. Louis the King Parish offers several ministries towards serving adult religious education.

**Adult RCIA**—Under the supervision of the Coordinator, assists candidates in preparing for entering the Church or receiving sacraments. Sponsors journey with the candidates during their preparation time. Teaches adults religious education to individuals that wish to become Catholics and to those who have not received their sacraments.

*Qualifications/Training Requirements: Must attend Diocesan Formation Training and work towards certification.*

**Why Catholic Renew Program Team**—This ministry provides a unique faith formation program that offers a concrete approach to deepening our Catholic faith through Catholic teachings in a prayerful, small-community setting.

**Porque Ser Catolico**—Este ministerio es un programa unico para la formacion en la fe catolica. Ofrece un metodo concreto que ayuda a los adultos a formarse en la fe catolica. Los adultos aprenden en el espiritu de oracion dentro de contacto de una pequena comunidad.

*Qualifications/Training Requirements: Willingness to participate as a facilitator in small-community settings, attend training in leadership/facilitator skills and be able to commit to serving for at least one year.*

*Complacencia de participar como animador y facilitar un grupo pequeño en escrituras catolicas y oraciones en comunidad pequeños.*

**Youth Ministry Team**—Under the direction of the Youth Minister, this group works with our youth and young adults providing scripture study, leadership and support to foster faith. The team conducts various programs, events and outreach to teach responsible participation in life, work and the mission of the parish community.



*Qualifications/Training Requirements: Willingness to attend meetings; commitment and love for young people; willingness to share their faith in Jesus and their ongoing journey to God with others; willingness to further their understanding of comprehensive youth ministry and youth culture.*

**Children's Education**—Under the Supervision of the Children's Religious Education Director, St. Louis the King offers several children's religious education ministries: