

# Directory of Ministries

St. Mary Magdalene Catholic Church



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St. Mary Magdalene Catholic Church  
3 Village Road, Newnan, GA 30265  
Revised 2019

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# PRAYER AND WORSHIP

## ALTAR LINENS

We do laundry for the Lord! The Altar Linen Ministry takes special care of the sacred linens used in our Eucharistic celebrations. Each week, a dedicated parishioner picks up the small altar linens, washes and irons them and returns them to the sacristy for use the next week. There are no meetings and caring for the linens can be worked easily into your schedule. Ministers are scheduled 2 or 3 times a year.

## ALTAR SERVERS

The Altar Server Ministry is a great way for youth to serve the Lord and the Saint Mary Magdalene community. Altar serving is the ultimate “Family Friendly” ministry. Both Boys and Girls are welcome to participate. Servers must be at least 10 years old (rising 5th graders) and have received First Holy Communion to assist during Mass. We have several training sessions throughout the year and are always looking for new servers. Each Server typically serves one Mass of the family’s choosing each month, with additional opportunities to serve on Holy Days of Obligation, Holy Week, and Christmas. Throughout the year we have fun activities for our servers which include an altar server picnic, campfire and movie night.

## ARTS & ENVIRONMENT

The Arts & Environment Ministry seeks to develop our worship space in such a way that our faithful can experience worship more fully through symbolism & imagery. We prepare the décor of our worship space for Mass & special liturgical celebrations during the various seasons. Our duties include arranging & caring for the altar & Narthex flowers, decoration & setup for Christmas, Holy Week, Easter & other special liturgical celebrations.

## CHILDREN'S LITURGY OF THE WORD

Children from Pre-K to 5<sup>th</sup> grade are invited to participate in the Children's Liturgy of the Word at the 9:00 AM Mass on the first and third Sundays of the month from August through May. During this time their leaders will engage the children in the scriptures of the day, using words they can understand. They will participate interactively and have the opportunity to pray an abbreviated version of the Creed and offer their own Intercessions. In this small-group environment, they learn to participate fully in the Liturgy of the Word and to connect the Good News Jesus preached to their daily lives.

## **ELIJAH CUP**

The Elijah Cup Program asks families to pray and promote vocations to the Priesthood, the Diaconate, and Religious Life. When we pray for vocations, we lift up to our Father those men and women whom He is calling to follow Him in a very special way. Each week at Mass, an assigned family is invited to take the gifts up at the Offertory Procession. At the end of Mass, the family is called by the priest to come forward to receive the chalice which is a symbol of the ministries of service.

## **EUCCHARISTIC ADORATION**

Adoration provides individuals the opportunity to adore Jesus Christ, truly present in the Blessed Sacrament. The ministry includes parishioners who commit to adoring for one hour a week or is available to be a substitute adorer. Committed hour adorers that are also Extraordinary Ministers of Holy Communion can further adore Our Lord by Exposing and Reposing the Blessed Sacrament. If you cannot commit to a schedule you can drop by for a visit. Everyone is welcome to pray before the Sacrament, but youth should have a parent present when visiting.

## **EXTRAORDINARY MINISTERS OF HOLY COMMUNION AT MASS**

Extraordinary Ministers of Holy Communion assist the Priest and Deacon by distributing the Body or Blood of Christ at all weekend liturgies, Holy Days of Obligation, and other special Masses. Each Minister typically serves once a month for the Mass of their choice. No prior experience is necessary, but training and certification is required before serving. Parishioners must be registered in our parish for six months before being eligible to serve.

## **LECTORS**

The Lector Ministry is a deeply satisfying and joyful expression of faith. Lectors reflect on the readings, attain a deeper and clearer understanding of what the Word of God signifies, and then proclaim the first and second readings. Lectors must have an adequate speaking voice, self-confidence, maturity, poise and the ability to read aloud. Lectors are assigned for regular weekend Masses as well as Holy Days and special occasions. The most important time requirement is to become familiar with the message of your reading and to practice several times prior to Mass. High School youth are also encouraged to participate in this Ministry. Training is provided and Ministers choose which Masses in which they will serve.

## **MUSIC MINISTRY**

The Music Ministry provides sacred music to enhance the parish's liturgical celebrations and to encourage the congregation to participate more fully. Musical expertise is not required, just a desire to learn. Middle School and High School youth are also invited. Safe Environment Training/Screening is required.

## **PRAYERS OF THE FAITHFUL MINISTRY**

The General Intercessions (or Prayers of the Faithful) are a series of petitions for the needs of the Church and of the whole world. This ministry involves the writing of the Prayers of the Faithful (POF) through prayerful thought and consideration touching on the themes of the readings of the day, current and ongoing needs, with assistance from supplied resources. The writers are responsible for writing the POF for each Sunday Mass, Holy Day of Obligation and other special liturgical celebrations of the month that they have been assigned.

## **PRAYER LINE**

The Prayer Line Ministry takes time each day to pray for special intentions, provided through email. All prayer requests are submitted by email or text message to the prayer line. At the end of the prayer request a prayer is attached so that by the time you have read your email you have already said a prayer for the person in need. There are no meetings and all communication is done by email. Even someone with a full schedule can participate and serve our brothers and sisters in need.

## **ROSARY GROUP**

The word rosary is from the Latin word *rosarium*, which means a garland or bouquet of roses. Devotion to the rosary of the Blessed Mother is one of the most notable features of popular Catholic spirituality. Pope John Paul II placed the rosary at the very center of Christian spirituality and called it "among the finest and most praiseworthy traditions of Christian contemplation." The spirit of the exercise lies in the meditation upon the fundamental mysteries of our faith. The rosary is recited before Mass on Sundays at 8:30 am and 11:30 am. Everyone is welcome to join! Our rosary group is also looking for parishioners that would like to lead the recitation of the Rosary before the 5 pm Saturday Mass.

## **SACRISTAN**

The sacristan is responsible for ensuring that all the physical and personnel needs of liturgies such as Sunday Mass and Baptism are in place. This ministry works “behind the scenes” to assure that our sacred liturgies flow smoothly, and the priests and deacons can focus on prayerful attention to the liturgy, rather than the nuts and bolts. Excellent attention to detail is preferred. Sacristans are also Extraordinary Ministers of Holy Communion so that they can fill vacancies if necessary. Sacristans serve approximately once per month.

## **SOUND MINISTRY**

The Sound Ministry provides technical sound support for Sunday Masses and other events that require sound amplification. Experience in the use of sound mixing boards, processors, amplifiers, microphones, and speakers is helpful but not necessary. Training is available to anyone interested in learning. Responsibilities of the ministry include managing the sound system and handling the sound duties on the mixing board. Must be 18 years or older. Safe Environment Training/Screening is required.

## **USHERS**

The Usher Ministry greets everyone who enters our church doors with a smile and a warm welcome. Ushers will assist Mass by handling the offertory collection and assisting the congregation in the communion lines. Ushers often find answers to questions from people attending Mass and assist them in other ways. Ushers are usually scheduled once a month to a Mass of their choosing with additional opportunities to serve on Holy Days of Obligation and other special liturgical celebrations.

## **WEDDING GUILD**

The Wedding Guild Ministry is dedicated to assisting couples who plan to be married at our Church. Working in pairs (and it’s not limited to just women), members assist with the wedding rehearsal and coordinate the flow of events at the Church on the day of the wedding. They also serve as a resource for the couple’s pre-wedding planning for the logistics of the ceremony.

# LIFE LONG FAITH FORMATION

The Faith Formation staff and volunteers assist all in the parish to form a lifelong commitment to follow the teachings of Jesus Christ through a better understanding of the Catholic faith. All ages in our community: children, youth, parents, catechists, and adults of all ages, are encouraged to grow in faith through study and faith sharing as well as taking advantage of opportunities for communal prayer, Mass, and other sacraments. We offer education, worship, faith sharing, service, and social experiences throughout the year.

## CATECHISTS

Catechists are volunteers who foster a loving knowledge and spiritual enrichment in all aspects of faith formation to build up the Body of Christ. Regular Catechists are preferred, but we also welcome those with expertise in a specific area the teachings of the Church, for example, Sacred Scripture, Morality, or the Environment. Safe Environment Training/Screening is required. Catechists are needed for all of the following programs:

## ADULT FORMATION

Faith Formation doesn't stop at graduation! Ongoing formation helps adults to grow in relationship with God through bible study, group discussions, guest speakers, reflection time, and fellowship. Opportunities for life-long faith formation occur throughout the year. Please watch the bulletin for upcoming opportunities.

## SACRAMENTAL PREPARATION

- **Baptism Preparation** instructs parents and godparents regarding the meaning of Baptism, the obligations to the person to be baptized, and the rich symbols incorporated in the Rite of Baptism.
- **Reconciliation and Eucharist Preparation** guides students at least 7 years old to understand the nature of the sacraments and prepares them to receive them. Formation for these two sacraments is provided within the 2<sup>nd</sup> grade class in the fall and the winter/spring semesters respectively.
- **Youth Confirmation Formation** helps Catholics in high school and **Adult Confirmation Formation** helps Catholics out of high school to come to a deeper understanding of how the Holy Spirit works in their lives and in the life of the Church.



## **RITE OF CHRISTIAN INITIATION FOR ADULTS (RCIA) AND CHILDREN (RCIC)**

- A journey of faith for those adults (18+) interested in learning more about the Catholic faith are invited to **RCIA**. For those who were baptized in another faith tradition or were never baptized, there is no obligation to become Catholic, but many of our participants have already been discerning the Lord's guidance and many more find that the Catholic Church is what they are looking for.
- Children ages 7-17, with the support of their parents or guardians, are invited to **RCIC**.

## **YOUTH MINISTRY**

Youth Ministry is a comprehensive, multi-faceted program comprised of faith formation, volunteer service opportunities, worship experiences, concerts, retreats, fellowship, and other events.

# EVANGELIZATION

## BIBLE STUDY

The essence of Catholicism is dynamic transformation. Being Catholic means to strive to live the Gospel. You cannot become more Christ-like and stay as you are. This dynamic approach to transformation: physically, emotionally, intellectually, and spiritually, allows us to experience life “to the Fullest.” (*John 10:10*). In Sacred Scripture, Christ continually invites us to higher and deeper places, and he seeks to reach you at the stage where you are, so don't be afraid. Announcements will be in the Church Bulletin stating what we are studying and when the studies will be offered.

## CURSILLO/ULTREYA

*Cursillo* is a Spanish word meaning short course. It is often associated with a 3-day weekend retreat that examines evangelization as a very natural act of being Christ-like within all of our daily activities. Most people would like to live their lives in a Christ-like manner; however, the pressures of the world often make this difficult. The *Cursillo* weekend provides a technique to equip each of us with the mentality, the strength, and the support to make this natural type of evangelization possible. *Ultreya* is the support system for those who have made a *Cursillo* weekend. *Ultreya*, held monthly, provides a gathering forum for those seeking to maintain the transformation begun at *Cursillo*.

## RETURNING CATHOLICS

The Returning Catholic program is for any baptized Catholic who has been inactive or alienated from the Church and has considered returning to the Sacraments. It gives you an opportunity to express your concerns and to discuss our Church beliefs and practices in the context of today.

## SMALL FAITH COMMUNITIES

Small Faith Communities help participants better understand our faith through study and prayer in a small group setting. The communities allow adults (18+) to share their faith and daily walk with a small group of other members. All of us have been blessed with talents to support one another and these communities help facilitate that. It is a way to learn more about our Christian faith, apply it to our daily lives, and meet someone we may not know yet.

# JUSTICE AND CHARITY

## **KNIGHTS OF COLUMBUS**

The Knights, the world's largest fraternal order of Catholic men, has been called "The Strong Right Arm of the Church," and has been cited by popes, presidents, and other world leaders for their support of the Church, for developing and supporting programs of evangelization and Catholic education, for their civic involvement, and for giving aid to those in need. There are four degrees in the order, representing the ideals of Charity, Unity, Fraternity, and Patriotism. Every day, Knights all over the world are given opportunities to make a difference. Membership is open to any practicing, confirmed Catholic adult man (18+).

## **MERCY MEALS**

Meals that heal...that's what Mercy Meals is all about. Mercy Meals prepares and delivers healthy meals to parishioners recovering from surgery or serious illness. We also provide luncheon receptions following funeral Masses. This compassionate outreach ministry is as much about faith and friendship as it is about food. Members can sign up for an event if they are available to help. No meetings, no experience necessary. Please don't hesitate to contact us to volunteer, or to let us know of a parishioner in need.

## **ONE ROOF ECUMENICAL ALLIANCE OUTREACH**

One Roof is a part of our parish outreach program. It is an Ecumenical Alliance Outreach Ministry: a joint effort of churches of different denominations that serve Coweta County. We are people serving the Lord in a unified way, bringing community resources together, to meet the spiritual and physical needs of those struggling in our community.

## **RESPECT LIFE MINISTRY**

We, the members of St. Mary Magdalene Catholic Church, in accordance with the teachings of the Roman Catholic Church and in union with the United States Catholic Bishops, proclaim that human life is a precious gift from God and all who receive this gift have a responsibility to God, to ourselves and to society to protect and nurture human life at every stage of existence. We promote the protection of life from the moment of conception to natural death, defend the sanctity of human life and the dignity of the family, through prayer, education, example and service.

## **ST. VINCENT DE PAUL**

The St. Katharine Drexel Conference of St Vincent de Paul serves most of Coweta County, providing financial, material, educational and spiritual support to those in need regardless of their background or faith tradition. We also collaborate with other organizations to empower people to achieve self-sufficiency. Vincentians are compassionate, patient, understanding and above all, nonjudgmental. In addition to direct assistance, members may participate in fund- and food-raising efforts. In pairs, caseworkers conduct home visits to show respect and protect the dignity of the people we serve. Rather than just a handout, the Society seeks to promote interpersonal care and support that praises efforts already made while encouraging greater self-reliance in the future.

# MINISTRY TO THE FAMILY/PASTORAL CARE

## DIVORCE AND BEYOND

The Divorce and Beyond Ministry addresses the emotional issues and pain of divorce and separation. The goals of the 8-week program are to provide support within a caring faith community and to guide participants to find positive and healthy ways to deal with the emotions they are experiencing. Each of the eight sessions consists of a closed group meeting which offers stability and an atmosphere that fosters trust.

## EXTRAORDINARY MINISTER OF HOLY COMMUNION TO THE HOMEBOUND

The Homebound Ministry brings back into community those persons who cannot physically be with us to worship, by bringing them Jesus Christ in Word and Sacrament. We also provide an opportunity for sharing the ministry of presence: spending time with the homebound persons and supporting them with compassion and friendship. Safe Environment Training/Screening is required.

## GRIEF MINISTRY

The death of a spouse, child, family member or friend can be devastating. As Catholics, we claim an eternal perspective and can rejoice in the hope that the their loved one is eternally in the presence of God. Even so, everyone grieves and mourns the loss in their own way and in their own time. Even Catholics with a solid faith need ongoing comfort and encouragement during the grieving period. The formal gatherings of Grief Ministry are a short-term support group meeting weekly that combines Church teaching with small group shares and discussions.

## NATURAL FAMILY PLANNING

The Natural Family Planning Ministry provides teachers certified through the Couple to Couple League ([www.ccli.org](http://www.ccli.org)) who deliver courses throughout the year. Natural Family Planning is 99% effective in attaining or postponing a pregnancy. NFP courses teach couples how to recognize fertile times in a woman's body and to maximize those rhythms for the desired outcome.

# DISCIPLESHIP/COMMUNITY BUILDING

## DUSTING ANGELS

Our beautiful church building needs you! The Dusting Angels Ministry cares for the weekly upkeep of our worship space and the Narthex. Cleaning, vacuuming, dusting, straightening, we do it all! Our goal is to provide a clean and neat place to come together in community to worship God and share community.

## FACILITIES COMMITTEE

The Facilities Committee is responsible for monitoring the major maintenance and repair projects needed as our buildings and grounds begin to age. No formal experience required, just a willingness to come and help out maintain our beautiful campus.

## PARISH FINANCE COUNCIL

The Finance Council consists of members of the parish appointed by the pastor, who work in conjunction with the business manager to oversee our budgets, income and expenses in accordance with Archdiocesan guidelines and procedures. We meet 9 times a year to evaluate the parish's financial condition, to discuss significant expenditures, and to make recommendations to the pastor. The Council also regularly communicates financial results to the parish and responds to financial concerns of parishioners.

## PARKING MINISTRY

The Parking Ministry provide traffic and parking control for Christmas and Easter Masses, as well as other events, where high volume traffic is expected.

## GOLF CART MINISTRY

The Golf Cart Ministry provides transportation for aged and ailing persons to and from the front doors of the church. Drivers must be 18 years or older with a valid Georgia Driver's License.

## KITCHEN COMMITTEE

The Kitchen Committee assists ministries in the use of the kitchen in preparation for events. The Committee maintains a ready supply of tableware, assures necessary utensils and containers are stocked, and assists the maintenance staff in reporting needs for repair.

## **NURSERY**

The Nursery Ministry provides a safe, caring and happy environment for children whose parents are attending Mass and other parish events. We read, play and interact with the young children of our parish. A love of young children is the only gift you need. Anyone at least 16 years old is invited. There are always two or more ministers in the Nursery, with at least one person being an adult (18+). Safe Environment Training/Screening is required.

## **PASTORAL COUNCIL**

The Pastoral Council is an elected body of parishioners who assist the Pastor in developing a clear focus for the community within the context of the mission of the Universal Church. The Council seeks and shares feedback from parishioners, becomes knowledgeable of what is going on in the Church, and supports the ministries in the parish. The Council is also tasked with setting long and short term goals for the parish, seeking to enrich the quality of parish life and helping parishioners live out their faith in their daily life, all while promoting understanding of the Church's mission, sharing the Gospel and assisting in the apostolic work of the Universal Church.

## **SUPPER CLUB**

Supper Club is a social gathering of adult couples and singles of all ages (no children, please). Each Supper Club group has 8-10 people who get together once a month. Each couple or individual takes a turn hosting a dinner at their home and providing the entrée. The other participants bring an appetizer, salad, dessert, bread, or wine. There is also an after-dinner activity which helps everyone get to know each other better. This is the easiest way to get to know other parishioners and establish some lasting friendships. If you are looking for a way to meet other people in the parish, without a big commitment, Supper Club is for you!

## **COUNCIL OF CATHOLIC WOMEN**

The Parish Council of Catholic Women (CCW) supports, empowers, and educates all Catholic women in spirituality, leadership, and service. Our Council is part of a National and World CCW endorsed by Catholic Bishops. We offer opportunities for fellowship, outreach, and spiritual enrichment. All women in the parish from the age of 18 are automatically members, but active participation is encouraged through our various activities including our annual Welcome Back Luncheon, Secret Prayer Partner Program, monthly Circle meetings, service projects, receptions and group prayer opportunities. Join with us to enrich your spiritual journey, make new friends and follow the Blessed Virgin Mary's excellent example.

## **STEWARDSHIP COUNCIL**

The Stewardship Council promotes stewardship as the grateful, loving response of a Christian disciple who recognizes and receives God's gifts of time, talent and treasure, and shares them with others, both within our parish community and beyond. The council coordinates the events involved in raising awareness of stewardship and promoting more active participation in the parish. We are seeking individuals within the parish community who have the enthusiasm needed to invite and encourage others to become more involved serving God through serving one another.

## **TENT MINISTRY**

The tent ministry is one that requires a standing commitment of only twice a year (June and October), although we are sometimes asked to help out for a special event. It usually takes about 3 hours to put up or take down the tent, so that is a small commitment of only about 12 hours per year. The tent ministry is open to anyone with a sledge hammer and anyone who can handle heavy lifting, operate a jack hammer, or swing a sledge hammer. Women are also welcome because more hands make the lifting lighter. This is a great father and son or teen opportunity!

## **WELCOME MINISTRY**

The Welcome Ministry helps greet new parishioners and visitors to our parish. We also initiate contact with new families and assist in getting them information to acclimate to the area, so they feel like they belong. We are dedicated to helping them find their place in our ever-growing parish and letting them know that they are appreciated and supported.



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