

# 2020 Cathedral Ministry Opportunities

at the

## Cathedral of the Assumption

### Worship

**Altar Server** - The server assists during the liturgies by performing tasks such as lighting candles and incense, preparing the altar, and holding the Roman Missal. Men and women wishing to be servers should be in seventh grade or older. They attend a training session and are committed to responsible service. Time Commitment: Weekends: serve when scheduled; arrive 25 minutes before Mass; responsibilities continue about 15 minutes after Mass. Weekdays: Serve when scheduled.

**Cross Bearer/Candle Bearer** - Cross bearers lead the liturgical procession by reverently carrying the cross. Cross bearers also assist with the Archbishop's crozier when he presides at Mass. During the liturgical procession, candle bearers carry the candles which surround the altar during Mass. Cross bearers and candle bearers attend a training session, must be in the sixth grade or older, and are committed to responsible service. Training is also provided so that participants in this ministry can serve as a crozier-bearer for the Archbishop, at Cathedral parish services. Time Commitment: Serve when scheduled; arrive 20 minutes before Mass.

**Extraordinary Minister of Holy Communion** - Ministers serve the Body and Blood of Christ to those assembled for Mass. Extraordinary Ministers of Holy Communion are baptized and confirmed Catholics who have attended training and formation sessions and are committed to responsible service. Time Commitment: Weekends: Serve when scheduled; arrive 15 minutes before Mass. Weekdays: Serve when scheduled; forty-five minutes per Mass.

**Lector** - The lector proclaims the scripture readings during Mass. Lectors devote time to preparation and understanding the Word of God. Lectors attend initial training sessions, commit to private preparation for their ministry, and are committed to responsible service. Time Commitment: Weekends: Serve when scheduled; arrive 20 minutes before Mass. Weekdays: Serve when scheduled; forty-five minutes per Mass.

**Minister of Hospitality** – Ministers greet and welcome people to Mass. Hospitality Ministers assist with seating, take up the offering, and distribute worship aids and weekly bulletins. Hospitality Ministers are occasionally needed for special events that the Cathedral hosts, i.e. music events, evening prayer, special Masses. Hospitality Ministers attend a training session and are committed to responsible service. Time Commitment: Weekends: Serve when scheduled; arrive 30 minutes before Mass; responsibilities continue about 15 minutes after Mass. Weekdays: Serve when scheduled; forty-five minutes to one hour per Mass.

**Sacristan** - The sacristan prepares the Church for celebration of Mass, oversees the care of liturgical vessels and vestments, and secures the building after Mass. The sacristan attends a training session and is committed to responsible service. Time Commitment: Serve when scheduled; arrive 45 minutes before Mass; responsibilities continue about 15 minutes after Mass. There are both regular and occasional opportunities to serve in this ministry.

**Liturgical Ministers for Funerals** - Ministers of Hospitality, Servers, Lectors, Extraordinary Ministers of Holy Communion, and Cantors are needed and welcomed to serve at parish funerals. Time Commitment: Approximately 90 minutes for each funeral. Ministers are scheduled as needed.

**Art and Environment Committee** – This committee envisions and coordinates the adornment of the Cathedral, following the liturgical calendar of seasons and celebrations. Members also water plants, arranging flowers, sew, and provide assistance in seasonal décor.

*Because the Church desires to involve as many people as possible in liturgical ministry and because scheduling becomes difficult when a person is active in several areas of liturgical ministry, parish members are encouraged to participate in only one liturgical ministry, with the exception of Art & Environment and funeral ministers (both occur outside of the Sunday Eucharist).*

## Music

**Cathedral Choir** – Provides traditional classical music for every 9:30 am Sunday liturgy from September through June. Musical talent, the ability to work on a team, and consistent attendance are essential for those who participate in this ministry. Time Commitment: Wednesday night rehearsal from 7 pm - 9 pm and Sunday warm-up and Mass from 8:45 am - 10:30 am.

**Cathedral Singers** - Provides contemporary music for every 5:30 pm Sunday Liturgy from September through June. Musical talent, the ability to work on a team, and consistent attendance are essential for those who participate in this ministry. Time Commitment: Tuesday night rehearsal from 6:30 - 8:15 pm and Sunday warm-up and Mass from 4:45 - 6:30 pm.

**Cantor, Weekday** - Lead and support congregational singing at weekday Masses. Musical talent and training are required for those who participate in this ministry. Time Commitment: serve when scheduled, forty-five minutes per Mass. Music Department Administration - Help with administrative tasks such as filing, mailings, word processing, etc. Time Commitment: Varies according to activity and availability of volunteer's time.

**Music Department Administration** – Help with administrative task such as filing, labeling, etc. Time Commitment: varies according to activity and availability of volunteer's time.

# Social Concerns

**Social Concerns Committee** – This Committee serves as the hub for the various outreach ministries that fall under the overarching title of Social Concerns. The committee generally meets three to four times each year to learn of the ongoing activity and to plan for future events. Anyone involved in any aspect of Cathedral outreach is welcome to attend.

**Lunch Program** - *Support volunteers* are needed to assist in the preparation and distribution of lunch 365 days a year to those living in poverty in the downtown area. Help is needed making sandwiches, processing and preparing donated vegetables, fruits and desserts, serving meals, and cleaning the kitchen. *Drivers* are needed Monday through Friday for pick-up and delivery of supplies and food to Sandefur Dining Room. Daily preparation times are between 10:30 am - 1:30 pm. Time Commitment: Varies from one to three hours per week/month or more if desired by volunteer.

**Housing Initiatives** - Repair Affair, Habitat for Humanity, Project Warm are ways we have been involved in the past. A group forms around a known need. Repair Affair usually occurs in June of each year. Those expressing an interest in housing initiatives will be notified when an activity is considered.

**Legislative & Public Affairs** - Responding to our call to be faithful citizens, we learn about and develop action plans regarding issues of social justice. We work with local, state, and national public officials and educate the parish and public about community issues. We work with Catholic Charities and the Catholic Conference of Kentucky to publicly advocate for issues linked to Catholic Social Teaching.

**Respect Life** - The “seamless garment is a metaphor for a consistent ethic of life, one which stands for the protection of the right to life and for the promotion of all the rights which enhance life, from the womb to the tomb.” These words, from the late Cardinal Joseph Bernardin (1983), reflect our approach to life issues. We strive to respect all life from womb to tomb by adopting a consistently compassionate manner toward all persons who struggle with life issues and decisions.

**Community Outreach** - Special Collections - This group activates around specific community needs that arise throughout the year such as: our annual hat and glove drive on Thanksgiving, toy collections, items for Opportunities for Life, school supplies for Nativity Academy and for students of our Sister Parish in Haiti, Christmas gifts for Nativity Academy families and for children who have parents in prison, etc.

**Global Outreach** - Sister Parish in Haiti - The Cathedral of the Assumption and St. Louis Parish in Jeremie, Haiti began a sister parish relationship in November of 2000. The main focus of our sister parish relationship is the exchange of each other’s gifts, talents, and spirituality. The Sister Parish Committee is actively responsible for maintaining high level of communication between the two parishes; working closely with the priest and parishioners of St. Louis to create awareness and identify issues of the Haitian people, and to support the St. Therese Montessori School lunch program, bring clean water, health/hygiene training and electricity to the school.

**Refugee Ministry** – As an outgrowth of programs to inform our parish of the issues of refugees and immigrants and our involvement in supporting related ongoing initiatives in our community over the years, our Social Concerns Committee, in 2019, made plans to adopt a refugee family through Catholic Charities. Our Congolese family arrived this fall. There were months of preparation and there is

ongoing mentoring with our family. If you have an interest in planning for another family in the future, please sign up for this ministry.

#### **Other Organizations We Support:**

**Central Louisville Community Ministries**, 809 S. 4th Street - CLCM is an urban ministry focusing on homelessness prevention formed by eight downtown churches - Bethlehem United Church of Christ, Calvary Episcopal Church, Cathedral of the Assumption, Central Presbyterian Church, Christ Church Cathedral, First Unitarian, and Fourth Avenue United Methodist, and St. Boniface - and guided by a Board of Directors. CLCM provides emergency assistance to low-income residents in 40202, parts of 40203, and 40208 zip codes with rent, utilities, prescriptions, food, clothing, personal care items, and other requests. Central Louisville Community Ministries can use volunteers to support their services, such as the food pantry, clothes closet and emergency financial assistance requests. Volunteers are always needed to help solicit donations of clothes, food and money. Volunteers are also welcome in work in the office and assist directly with clients. Volunteers from the churches work three-hour shifts (9:00 a.m. – 12:00 p.m.) to arrange for emergency assistance - food, rent, utilities, medical assistance, identification, and haircuts - to residents of the area they serve. The Cathedral also has two seats on the CLCM Board of Directors. To learn more, please visit their facebook page @CentralLouisvilleCommunityMinistries.

**Nativity Academy at St. Boniface** - Nativity Academy at St. Boniface is a private middle school in the Catholic tradition that serves students in Metro Louisville who have academic promise and are from families of financial need. The regular academic day begins with breakfast, includes lunch, and a snack and runs from 7:45am until 3:15pm, Monday through Friday. Every Monday through Thursday, the academic day is followed by an Extended Day Program (referred to as EDP) from 3:10pm until 5:45pm that all students are required to attend. The Extended Day Program includes mandatory study hall, 3:25 - 4:40, followed by enrichment activities, 4:40 - 5:45, that cover everything from cooking class and basketball practice to drum corps and book club, among many other options. Nativity Academy has the following volunteer opportunities: to mentor (both during the period in which the students are at Nativity and beyond – through high school and college); to tutor the students; to coach sports and lead extracurricular activities; to work on committees of the Board of Directors for the Academy, as well as committees related to the annual dinner and auction fundraising event; opportunities to assist the families of students with life skills challenges, such as job search, money management and parenting mentoring/skill building; financial sponsorship ( donors may donate any amount on an annual basis and be part of a group of donors who sponsor a specific child. The group will get updates and communication from their sponsored child regularly). Other than enjoying middle school students and a dynamic school environment, volunteers are required to fill out a background check form and attend one Archdiocesan Safe Environment Training workshop.

**St. John Center for Homeless Men**, 700 E. Muhammad Ali Blvd. - St. John Center is a daytime shelter for homeless adults providing mental health and social services, medical and dental services, and an alcohol and drug rehabilitation program. Persons are needed to give generously to create a hopeful environment for those suffering the instability and disorientation of homelessness. Opportunities for stewardship include hands-on work such as serving coffee, monitoring the phone desk, and checking clients into the shelter at the sign-in desk. The center, located at 700 E. Muhammad Ali Boulevard, is open from 7:00 am to 3:00 pm seven days a week, 365 days a year.

**The House of Ruth**, 607 E. St. Catherine Street - House of Ruth is made up of 11 full-time and 6 part-time staff, a volunteer Board of Directors, and about 125 volunteers who give their all every day to fulfill our mission — strengthening lives for those with or affected by HIV/AIDS in the Louisville area. Staff, volunteers, and donors help strengthen lives for about 600 people each year, including over 150 children. House of Ruth does this by housing people infected or affected by HIV/AIDS, as well as providing financial assistance for TARC tickets, rental security deposits, moving expenses, and uniforms and supplies needed for work and school. House of Ruth also offers individualized case management, crisis intervention, educational workshops, social gatherings, and children’s activities. Headed up by our Compassion Group, the Cathedral supports this ministry through our Fifth Sunday Collection of toiletries and cleaning supplies for those served at House of Administration & Finance Parish Office – From time to time, help is needed to prepare bulk mailings, bulletin stuffing, and other large projects. Time Commitment: Varies according to activities, but falls within 9 am - 5 pm Monday through Friday

## Parish Life

**Parish Life Parish Life Committee** – This group coordinates and hosts activities of the varied areas of parish life: New Members Dinner and annual events (Filipino Festival, Feastday Fest, Chrism Mass and Easter Vigil Receptions), Sunday morning coffee and doughnuts, parish potluck dinners, and other receptions. The group meets as needed to plan the events. The events provide many opportunities to serve the parish.

**Docents** – Trained volunteers give tours of the Cathedral and the Archdiocesan History Center in the Patterson Education Center to Archdiocesan parish and school groups and other visitors. Time Commitment: A training session will be required; then, time will vary according to need for tours and to docent’s availability.

**Bereavement Ministry** - This ministry involves sending food, attending vigil services, serving lunch after funeral Masses, hosting the annual Service of Remembrance close to All Souls Day, and providing follow-up concern for the bereaved of the Cathedral parish including grief support groups. Time Commitment: Varies as dictated by occasions of death.

**Compassion** - This group is a community of persons offering support and pastoral care to gay, lesbian, transgender and bisexual Roman Catholics and their families and friends. This ministry recognizes the Roman Catholic teaching that every person has an inherent dignity because he or she is created in God’s image. Respect for the God-given dignity of all persons includes the recognition of basic human rights and the right to a place in the Christian community, without regard to sexual orientation. Compassion gathers monthly in an atmosphere of trust and equality for prayer, sharing of experiences and planning community outreach, especially to the House of Ruth. Recognizing God’s unconditional love for all people, and through open communication and spiritual formation, they work toward understanding each other with respect, compassion and sensitivity. Time Commitment: As determined by volunteer. Meetings are usually held on the last Monday of each month at 6 pm with prayerful meditation and a potluck meal.

**Cathedral Golden Stars** - This ministry is the newest Parish Life opportunity. The Cathedral Golden Stars is a ministry organized to meet the needs of our senior parishioners. The Golden Stars meet once a month to share in social activities, day trips, service projects, and spiritual enrichment.

**Ministry to the Sick & Homebound** - Ministers take Holy Communion to those unable to come to church. Volunteer opportunities include taking the Eucharist to individuals in their own homes while they recover from an illness or to those who are unable to come to church because of chronic conditions. This ministry is open to commissioned Extraordinary Ministers of Holy Communion or to those willing to be commissioned.

**Ministry to the Hospitalized** – Ministers take the Eucharist to Catholic patients at Norton or Jewish Hospitals. The hospital will provide appropriate volunteer training. This ministry is open to commissioned Extraordinary Ministers of Holy Communion or to those willing to be commissioned. Time Commitment: Varies according to the number of Catholic patients and availability of the volunteer. There is an initial training session and ongoing formation.

**Parish Newsletter** - The Cathedral of the Assumption newsletter, The Cathedral Star, is published periodically throughout the year to inform parishioners of the many events, celebrations and happenings going on within our parish. There is continuing need for suggested topics, writers, proofreaders, and those with layout/graphic art and photography skills to assist with this effort. Time Commitment: As determined by volunteer.

**Parish Health Ministry** - This ministry developed to provide members who are trained in various health professions an opportunity to share their expertise with members of the parish and possibly the larger community. Time Commitment: As determined by volunteer.

**Prayer Ministry** - Ministers of Prayer spend time alone, or with others, praying for the members of the Cathedral and for special intentions. They will be called upon to pray for specific needs through the prayer network.

**Prayer Shawl Knitting Ministry** - Members of the Knitting Circle knit or crochet prayer shawls to be given to members of the Cathedral who are sick or grieving. The prayer shawl is a way to tangibly show members of our faith community that they are loved, cared for, prayed for, and surrounded by God's presence. Time Commitment: As determined by volunteer.

**Photography and Videography** – Talented volunteers are needed to record parish events. Time Commitment: As needed.

## Formation

**RCIA Sponsor** – From Fall to Easter, those discerning and preparing to join the Catholic Faith attend RCIA (Rite of Christian Initiation for Adults) classes weekly. Sponsors are members of the faith who commit to walk that faith journey with the Candidates and Catechumens as they prepare. Classes meet on Sunday mornings after the 9:30 Mass. Time Commitment: Sunday mornings, Fall through Easter.

**Adult Formation** - Throughout the year, there are offerings in which you may wish to participate: Cathedral Catholic Book Club monthly gatherings, Scripture Studies, Retreats, etc. Watch the bulletin and website for details.

### **Children and Youth**

- Children's Religious Education Classes meet on Sunday mornings from 10:30 am to 11:45 am, August through May Preparation for the Sacraments of First Communion, First Reconciliation and Confirmation is provided as part of the formation classes. Adult volunteer catechists (teachers) in the weekly education and sacramental preparation classes are the backbone of the Religious Education program. They commit to an entire school year, creating and carrying out lesson plans at the Sunday morning classes. Volunteers may also be needed to work with children with special needs. Additional on-call volunteers are needed as chaperones for events and field trips, to organize events, bring in snacks for events, sending cards to students on special occasions, making First Eucharist banner, etc. All volunteers who work with children are expected to have a background check by the Cathedral, and take part in a brief workshop to ensure the safety and protection of children in any program at the Cathedral. Time Commitment: Catechists - One hour class time plus preparation time per class. Training is available. Teacher assistants - may be needed to help in classrooms, and substitute teachers may be needed as well. There are opportunities for one-time event or longer term involvement. Other volunteers – as needed per event.
- Youth Group - The high school group meets on Sunday mornings from 10:30-11:45am in the Patterson Education Center to talk about challenges of faith, justice, and community. All students are encouraged to get involved outside of Sunday mornings, too. We have some awesome events throughout the year, including attending area youth Masses, so watch the calendar for opportunities.

**Hospitality for Formation Events** – Formation events throughout the year are often enhanced with refreshments and hosts to welcome and facilitate activities. Time Commitment: As needed per event.

## **Administration and Finance**

**Parish Office** – From time to time, help is needed to prepare bulk mailings, bulletin stuffing, and other large projects. Time Commitment: Varies according to activity, but falls within the 9 am-4 pm Monday through Friday.

**Buildings and Grounds** – The historic buildings and grounds that comprise the Cathedral Campus in downtown Louisville require ongoing maintenance. They are overseen by our Director of Facilities and a maintenance team. If you have a specific skill to offer, please contact our office.

**Feed My Neighbor Fundraiser** - The Feed My Neighbor program benefits the good work that takes place at the Cathedral's Daily Lunch Program in Sandefur Dining Room. Its goal is to care for our neighbors by serving up dignity one meal at a time. The annual fund-raising event, Lets Dance Louisville, occurs each year in June. There are many and varied tasks in preparation for the event as well as on the evening it occurs.

**Technology Team** – The Cathedral is blessed to have a rock solid team of volunteers with expertise in technology. They set up, maintain, update, plan, and guide us in all things technological – phone system, internet, computer, server, web site, software. If this is an area of your expertise, please let us know.

**Parish Council** - The Parish Pastoral Council participates with the pastor and the people of the Cathedral parish in prayerful reflection on the parish’s mission and ministry. It serves as a consultative body to the pastor; collaborates in formulating policies; serves as an instrument of planning and evaluation of parish direction; leads processes for involving parishioners in the mission of the parish and establishing goals that witness to Gospel values; and fosters effective communication within the parish. Parishioners may nominate themselves or others for the three at-large positions on the council. The parish will be notified concerning the selection process when new members are needed. Time Commitment: Three-year commitment with meetings on the third Thursday of each month. Additional time may be required for special meetings and committees.

## Stewardship

*Stewardship, by definition, is the sharing of the time, talent, and treasure that God has given us. It is a way of life, an understanding that “God owns it all,” the knowing that we are recipients of many unearned gifts and a faith response based in gratitude. With that in mind, stewardship calls us to receive God’s gifts, to be accountable and to share these gifts gratefully with others. Your offer of time and talent and treasure is greatly needed by the Cathedral parish. Worship services and special events cannot happen without the generosity of many. As the parish benefits from your help, you too will benefit from the life-enriching rewards of stewardship.*

**Stewardship Committee** – This committee supports the theology and practice of stewardship by identifying opportunities and inviting the parish to make commitments of time and talent. It is responsible for coordinating stewardship messages, parishioner time and talent discernment opportunities, as well as the subcommittee of the Bishop Flaget Society (Planned Giving).

**Bishop Flaget Society** (Planned Giving) – The Bishop Flaget Society is an association of men and women whose generous gifts to the Cathedral of the Assumption will help endow the tradition of outreach to the community, the mission of service to those in need, and the liturgical, spiritual, and educational ministries begun by Bishop Benedict Joseph Flaget.