

Volunteer Opportunities at St. Joan of Arc

The following ministry and volunteer opportunities are open to all families, children, and teens unless noted otherwise. Fill out the attached request form or call Ms. Jan White at the Parish Office 310-479-5111 to sign-up or for more information.

Liturgical Ministries:

Altar Servers *

What: Serve at scheduled Masses throughout the year. All weekend Mass times available.

How: Training will be offered throughout October and November. (4 hours training required).

* Open to children grade 6 or higher. Families welcome.

* Commitment of 1 year required.

Hospitality

What: Serve as an Usher/Greeter throughout the year. Handout missals and music issues before Mass, take up collection during Mass, and handout bulletins after Mass. Sell Candles before and after Mass*.

How: Come for a quick training session and be placed on a schedule per Mass.

* Adults only for candle sales.

Environment

What: Help decorate the church for various liturgical seasons. Includes: flower arranging, banner hanging, hanging lights, make signs and posters for various occasions.

How: Make arrangements with Ms. Jan.

Music Ministries

What: Join a choir or become part of the band with your own instrument at any Mass.

How: Make a commitment with the music minister at the Mass you normally attend.

Church Angels

What: Help to keep the church clean, keep envelopes in pews up-to-date, change missals and hymnals, take care of plants and decorations, clean statues and candlesticks, clean out the Baptismal Fonts, etc.

How: Make arrangements for specifics and time with Ms. Jan.

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Parish Outreach and Activities:

St. Robert's Center

What: Volunteering once a month, or more, to collect donations and transport them to St. Robert's Center in Santa Monica. Help put together care packages and make sandwiches.
How: Call the parish office for information on the dates of SJA service.

Whole Community Catechesis

What: Set up tables, chairs and refreshments for assemblies in the Parish Hall, be a table catechist*, or clean up the Hall after an assembly.
How: Arrive at the Hall no later than 5:10pm on weekdays and 8:00am on Saturdays (see Ms. Jan or the SJA website for calendar of events) to set up. Those interested in becoming catechists are welcome to do so with your children. Call for training materials.
*Catechists are adults only, however, children can attend assemblies with you free of charge.

Welcome Committee

What: Write letters and make phone calls to new parishioners. Organize and set-up small receptions for new parishioners at the Parish including invitations, food, drinks, table set-up, and clean-up.
How: Contact the office for new registrant information and reception dates.

Coffee and Donuts

What: Help to set-up, keep-up, and clean-up coffee and donuts on Sunday mornings or wine and cheese (or Juice and cheese) on Saturday evenings.
How: Get to Mass early to set-up, stay after Mass to keep-up or clean-up (depending on Mass).

Lenten Soup Suppers

What: Help to set-up, cook, or clean-up for the Lenten Soup Suppers Wednesday nights February 28 – March 28, 2007 5pm – 6:30pm.

Parish Penance Services

What: Decorate the church and organize for 10 – 12 priests to hear confessions during Advent and Lent.
How: Check the bulletin or calendar for specific dates.

Parish Social Activities

What: Assist in set-up and clean-up for various breakfasts, dinners, social events, and fundraisers.
How: Place your family information on a master list of volunteers for all occasions.

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Parish Ministries for Adults:

Baptism *

What: Be part of a team, once a month, to help families prepare to baptize their child.

How: Contact Ms. Jan for training and a brief interview. (Couples with children especially welcome)

* Not open to children

RCIA *

What: Be a sponsor or part of the planning team for the Rite of Christian Initiation for Adults and teens.

How: Meet with individuals, couples, and families who are in the process of becoming Catholic.

* Open to fully initiated Catholics only.

Marriage Preparation *

What: Be part of a team, meeting 3 times a year, to help couples prepare for their wedding and marriage.

How: Contact Ms. Jan to schedule a meeting and training.

* Open to married couples (with or without children)

Small Christian Communities

What: Sponsor a Small Christian community in your home one night a week.

How: Join one of our current SCCs and reflect on starting your own.

Small Online Christian Community

What: Post the "Question of the Week" (supplied through the parish office / bulletin) with a personal reflection every week on our parish website.

How: Contact Ms. Jan for password information and posting instructions, then take some time at home to post the new question and reflection every week. Ministry at home, how great is that!

Early Childhood Catechesis

What: Assist as an ECC catechist on Sunday mornings during the 10:30 Mass. Help with activities, stories and formation for children age 3 to 6.

How: Meet with Lourdes Lopes before or after the 10:30am Mass in the Youth Room

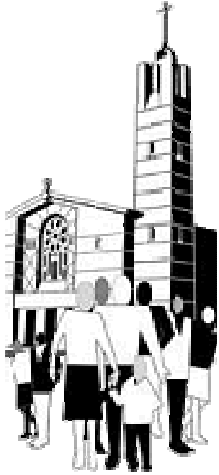
Office Volunteers

What: Help in the parish office during the week (mostly mornings until 12:00pm) by answering the phone and door, counting and wrapping coins, photocopying and folding mailings.

How: Call Betty at the Parish Office.

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Request Form



ST.
JOAN
OF
ARC
PARISH

11534 Gateway Blvd.

Los Angeles, CA

90064-3099

Phone:

(310) 479-5111

Fax:

(310) 479-2513

Website:

www.stjoanofarcla.com

Email:

sjachurchwla@msn.com

Name: _____

Age and Grade level (if applicable): _____

Phone number: (____) _____

Address: _____

Email: _____

School: SJA other: _____

Do you attend Mass at St. Joan of Arc? yes no

Ministry choices:

1st choice: _____

2nd choice: _____

3rd choice: _____

Number of hours requested: _____

Days and times available for service: _____
