



Stewardship of Service Guidebook

St. Jude the Apostle Parish
Oshkosh, Wisconsin

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

—1 Peter 4:10

My Dear Parishioners,

One thing that has always struck me about St. Jude Parish is the openness and generosity of our faith community. This is apparent, not only in how warmly you welcome new members to our parish, but also in the love and care that you give to one another. This is truly what Gospel living is all about.



Stewardship is a huge part of what it means to follow Christ as his disciples. How we manage and share our gifts reflects our commitment to lead a life worthy of being called Christian.

Here at St. Jude there are many opportunities to share our talents and gifts through our parish ministries. If you already serve, please accept our sincere thanks. If you are still looking for a way to serve, please consider one or more of the opportunities our parish has to offer.

Let us continue to walk together on the path of Discipleship through good Stewardship of the gifts God has given us.

A handwritten signature in black ink that reads "Golamari" with a horizontal line underneath the name.

Fr. Louis Golamari

*The point is this:
whoever sows sparingly will also reap sparingly,
and whoever sows bountifully will also reap bountifully.
Each one must give as they have decided in their heart,
not reluctantly or under compulsion,
for God loves a cheerful giver.
—2 Corinthians 9:6-7*

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Liturgical Ministry

Contact: Deacon Brad Gallenberg

bgallenberg@stjudeoshkosh.org, (920) 235-7412

Lector

Time commitment: Once a month, or more often if desired

- Has knowledge, appreciation, and love for the Scriptures.
- Proclaims the Word of God in the Scripture readings to all the faithful gathered at the liturgy.
- Literally becomes the “Voice of God” as they proclaim his word.
- Has a strong, clear voice and good reading skills.
- Receives required training.

Communion Minister

Time commitment: Once a month, or more often if desired

- Assists the priest and deacon in distributing the Body and Blood of Christ to the congregation.
- Purifies and washes vessels after Mass in the absence of a deacon.
- Can bring Communion to someone who is hospitalized or home-bound.
- Must be at least 18 years old and confirmed.
- Receives required training.

Altar Server

Time commitment: Once a month, or more often if desired

- Assists the priest and/or deacon during Mass and other liturgical celebrations.
- Carries the processional Cross.
- Holds Prayer Books; rings bells.
- Carries vessels to and from the Altar.
- Open to any boy or girl, man or woman, grade 4 to adult.
- Receives the required training.

Sacristan

Time commitment: Once a month, or more often if desired

- Assists with preparation, care, and maintenance of liturgical vessels.
- Checks in liturgical ministers scheduled for a given Mass.

Children's Liturgy of the Word

Time commitment: Once a month during the 9:30 am Mass at St. Vincent, or more often if desired

- Assists with weekly presentation, based on the Sunday's scriptures, for children ages 3-7.
- Helps supervise activities designed around the Gospel message.

Altar Linen & Vessel Minister

Time commitment: Once a month, or more often if desired

- Assists with the laundry and repair of altar linens, servers' and priests' albs.
- Restocks and maintains candle holders.

Art & Environment Committee

Time commitment: 1-4 hours whenever church decorations are changed

- Creates an attractive and suitable interior and exterior church environment.
- Enhances the atmosphere and experience of worship and welcome.
- Careful and creative choice of art and decorations to highlight the uninterrupted cycle of seasons, both seasonal and liturgical.

Funeral Mass Server

Time commitment: As needed

- Assists the priest and/or deacon during funeral Masses.

Music Ministry

Contact: Marshall Potter

mpotter@stjudeoshkosh.org, (920) 235-7412

Cantor

Time commitment: Once a month, or more often if desired

- Pleasant and pitched singing voice.
- Ability to read music.
- Capable of leading the assembly in the sung portions of the Mass.
- Ability to sing “solo” to lead the Psalm Response and the Gospel verse as required.

Instrumentalist

Time commitment: Occasional feast days, or more often if desired

- Accompanies cantor and/or choir as needed at more festive liturgies.
- Proficient on a given instrument, whether string, woodwind, or brass.
- Keyboard accompanists also welcome.

Adult Choir

*Time commitment: Rehearsal Wednesdays, 6:30-8:00 pm,
at Sacred Heart Church, plus singing at Mass twice a month.*

- Open to anyone in high school or older.
- Sings at mass twice a month, alternating between the Sacred Heart and St. Vincent sites, and for special services such as Holy Week and Christmas.

Youth Choir

Time commitment: Rehearsals when Religious Ed is in session, Wednesdays, 5:15–6:00 pm. Additional rehearsals called when needed.

- Sings at the Christmas Eve Children’s Liturgy.
- Open to singers and instrumentalists 2nd grade and above.

Welcome Ministry

Greeter

Contact: Deacon Brad Gallenberg

bgallenberg@stjudeoshkosh.org, (920) 235-7412

Time commitment: Once a month, or more often if desired

- Has a loving heart and welcoming spirit.
- Welcome people as they enter the church and offer them a Worship Aid.

Usher

Contact: Deacon Brad Gallenberg

bgallenberg@stjudeoshkosh.org, (920) 235-7412

Time commitment: Once a month, or more often if desired

- Has a welcoming manner.
- Takes up the collection.
- Assists people in finding their seats.
- Helps those with special needs in the reception of Holy Communion.
- Enlists people to present the Offertory Gifts.
- Gives out bulletins.
- Puts pews in order after Mass.
- Records Mass attendance.
- Bags the collection.
- Is the first to respond to emergencies.
- Open to men and women.

Funeral Bereavement Team

Contact: Bertie Albright

balbright@stjudeoshkosh.org, (920) 235-7412

Time commitment: As needed

- Provides support to families and guests before, during, and after funerals.

Livestreaming Assistant

Contact: Caleigh Lippert

clippert@stjudeoshkosh.org, (920) 235-7412

Time commitment: Once a month, or more often if desired

- Assists in filming the 4:30 pm Saturday Mass and livestreaming it to the parish Facebook page.
- Training provided.

Catholic Religious Education

Contact: Courtney Foster

cfoster@stjudeoshkosh.org, (920) 235-7412

Preschool Teacher or Aide

*Time commitment: 2–3 Wednesday evenings per month during the school year,
plus annual training sessions for catechists*

- Presents material to young children based on the Catechesis of the Good Shepherd.

Religious Education

*Time commitment: 2–3 Wednesday evenings per month during the school year,
plus annual training sessions for catechists*

- **Catechist:** Teaches the Catholic faith to a class of children from the parish.
- **Classroom aide:** Assists catechists as needed during RE classes.

High School Youth Minister

Time commitment: As needed

- Helps lead large and small group gatherings and non-gathered activities.

Sacramental Preparation

FOCCUS Couple

Contact: Deacon Brad Gallenberg

bgallenberg@stjudeoshkosh.org, (920) 235-7412

Time commitment: As needed

- Married couples who help “facilitate” the process of preparing our engaged couples for the sacrament of marriage.
- FOCCUS stands for Facilitating Open Couple Communication, Understanding, and Study.
- Training is provided for FOCCUS couples.

RCIA Sponsor

Contact: Courtney Foster

cfoster@stjudeoshkosh.org (920) 235-7412

*Time commitment: Attendance at weekly meetings strongly encouraged,
participation in Easter Vigil liturgy*

- Builds one-on-one relationships with adults preparing to enter the Church.
- Helps those going through RCIA to grow spiritually and prepare for initiation.
- Sponsors must be Confirmed, practicing Catholics.



Prayer and Pastoral Outreach

Prayer Chain

Contact: Jim & Paulette Rasmussen, (920) 688-3237

Time commitment: As needed

- Reads and/or listens to prayer intentions, devoting a portion of your prayer life to the needs of others.
- Add your phone number to the Prayer Chain and ensure that these prayer intentions are offered to God.

Marian Prayer

Contact: Nancy Jungwirth, (920) 231-9026

Time commitment: 1 hour per week

- Tuesdays at 6:30 pm in Sacred Heart Church.
- Join us for all or part of the evening.
- Prays for peace in our families, our community, and our world, as inspired by our Blessed Mother and the Holy Spirit.
- Includes Exposition and Adoration of the Blessed Sacrament, the Consecrations to the Sacred Heart of Jesus and the Immaculate Heart of Mary, quiet time, and three rosaries.

Legion of Mary

Contact: Don Bruex, dbruex@att.net, (920) 740-3177

*Time commitment: Weekly meetings for prayer and rosary,
and two hours each week of apostolic work*

- Men and women striving to become holy, loving God, living our faith, and sharing that faith with others following the example of Our Blessed Mother.
- Meets for rosary and discussion at 1:30 pm each Tuesday at the St. Jude Parish Center.
- Come as a guest to any meeting ... There is no obligation.

Adult Faith Formation Leader

Contact: Dcn. Brad Gallenberg

bgallenberg@stjudeoshkosh.org, (920) 235-7412

Time commitment: 1-2 hours per week during programs

- Helps facilitate small-group discussion during adult faith programs such as Alpha, Metanoia, etc.
- No expertise needed, just a willingness to welcome others and encourage them to share their thoughts and experiences.
- Training provided.

Men's Spirituality:

That Man Is You (TMIY)

Contact: Bruce Dumann, bdumann@new.rr.com, (920) 231-3527

Time commitment: 1-1.5 hours a week in Fall and Winter/Spring

- Interactive men's program combining the best research from science with the teachings of the Catholic faith and the wisdom of the saints to develop the vision of man fully alive.
- Early-morning Wednesday meetings include breakfast, video presentation, small-group discussion.
- Open to men from all Oshkosh parishes.

City-Wide Adoration Chapel

Contact: Cindy Hable, mchablewlj@hotmail.com, (920) 203-4348

or Kathie Reed, kathiereed_3@yahoo.com

Time commitment: Visit any time the chapel is open, or commit to 1+ hours per week

- City-wide Adoration Chapel, located at St. Mary's Church (Most Blessed Sacrament Parish).

Communion to the Homebound/Hospitalized

Contact: Bertie Albright

balbright@stjudeoshkosh.org, (920) 235-7412

Time commitment: 2-3 hours every 2 or 3 months

- Brings communion to homebound or hospitalized parishioners.
- Training provided.

Care Minister

Contact: Bertie Albright

balbright@stjudeoshkosh.org, (920) 235-7412

Time commitment: Monthly meetings, and individual visits as mutually agreed upon

- Actively brings the love of God to anyone in need of a one-on-one listening presence and opportunity to pray within the comfort of their own residence.
- Training provided.

Social Outreach Ministry

St. Vincent de Paul Society

Contact: John Plichta, jplichta@sbcglobal.net, (920) 479-1845

Time commitment: Monthly meetings, home visits, and/or volunteering at our St. Vincent de Paul store as a clerk or organizing donations

- Helps in a variety of capacities to serve those in need in our community.

Knights of Columbus (Council 614)

Contact: Jay Schaefer

kofc614@gmail.com, (920) 410-1284

Time commitment: Monthly meetings and various service opportunities

- Catholic men's service organization.

Father Carr's Place 2B

Contact: info@fathercarrs.org, (920) 231-2378

Time commitment: Varies

- Helps provide salads, casseroles, and desserts to Fr. Carr's dining room. Cash donations also accepted.
- Other voluntary opportunities are available as well.

Social Events

Senior Young-at-Heart Potluck Committee

Contact: Bertie Albright

balbright@stjudeoshkosh.org, (920) 235-7412

Time commitment: 1-2 planning meetings a year, plus monthly potluck lunches from September through May

- Helps plan the year's programming (September–May).
- Helps set up and/or take down decorations.
- Helps serve the luncheon items.
- Gives general hospitality throughout the luncheon.

Fall Festival

Contact: Fr. Louis, lgolamari@stjudeoshkosh.org, (920) 235-7412

Time commitment: 3-5 hours on day of festival

- 3-5 hours for decorating or working at the festival selling food, selling raffle tickets or running children's games.

Coffee & Donut Sundays

Contact: Kathy Dodge, (920) 235-1555

Time commitment: 2 hours per session

- Helps set up and serve coffee and donuts once a month after 7:30 and 9:30 Sunday Masses.



Other Volunteer Opportunities

EAA

Contact: Barney Schmitz

schmitzstorm1523@att.net, (920) 573-9005

Time commitment: 4-5 hour shift during EAA week, or as needed for hospitality

- **Food booth.** Cooks or serves in the parish Food Booth.
- **Housing/Hospitality.** Hospitality for guests staying in rooms at the Parish Center: cleaning and preparing rooms for guests, grocery shop, provide breakfast items as necessary.

Summer Farmers' Market

Contact: Bertie Albright

balbright@stjudeoshkosh.org, (920) 235-7412

*Time commitment: Baking once a month from June-September,
or volunteer at booth for 4 hours once per summer*

- **Baker.** Bakes goodies for our parish booth, the second Saturday of the month from July–September. Drop off at Parish Office by noon the previous Friday.
- **Booth volunteer.** Works the booth at the Market.

Front Office Assistant

Contact: Deacon Brad Gallenberg

bgallenberg@stjudeoshkosh.org, (920) 235-7412

Time commitment: 4 hours per week

- Answers phones with a clear and friendly demeanor.
- Greets visitors warmly who come into the office for a variety of reasons.
- Sets up dates for Memorial Masses, Sanctuary Lamps, and Bread and Wine offering.
- Assembles mailings.
- Assembles weekly Worship Aids.
- Assists staff in various administrative tasks as needed.

Building & Grounds

Contact: Dan Metzиг, dmetzig@stjudeoshkosh.org, (920) 235-7412

Time commitment: As needed

- Join the Building and Grounds team to help ensure that our places of worship and faith formation are well maintained.

Babysitting

Contact: Courtney Foster

cfoster@stjudeoshkosh.org, (920) 235-7412

Time commitment: As needed

- Watches young children during adult faith events so that parents can participate in programs.

Caring for God's Creation Committee

Contact: Marilyn Griffin, mgsks1961@gmail.com, (920) 233-5382

Time commitment: Monthly meetings and related activities/programs

- Focuses primarily on ecological and environmental issues that affect parish life, through education and advocacy.

Church Opener

Contact: Deacon Brad Gallenberg

bgallenberg@stjudeoshkosh.org, (920) 235-7412

Time commitment: Once a month

- Unlocks church doors and turns on lights 1½–2 hours before Mass on Saturday afternoon or Sunday morning.

Miscellaneous Projects

Contact: Bertie Albright

balbright@stjudeoshkosh.org, (920) 235-7412

Time commitment: As needed

- Stuffs Bulletins.
- Assists with birthday cards to young and elderly parishioners.
- Other duties as assigned.



Continue on your **Journey of
Christian Missionary Discipleship**
within St. Jude the Apostle Parish
by sharing the gifts
that God has given to you.

Contact:

office@stjudeoshkosh.org

(920) 235-7412

stjudeoshkosh.org



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