



Sacred Heart Parish and School  
Mt. Kelly Cemetery  
Dearborn, Michigan

**Parish Life and Ministry Opportunities 2017**

There are many opportunities for you to be involved in the life of Sacred Heart Parish and School and Mt. Kelly Cemetery as well as opportunities to grow in your life of faith and discipleship. All parishioners are invited and encouraged to share their time and talent with their parish community, building up the Body of Christ at Sacred Heart and through the wider Church.

**Education**

**Education Commission Member**

Members promote the educational mission of the parish and school by developing, promoting and evaluating religious formation programs for all ages. **Commitment:** Monthly meetings, September through June. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Fall through Spring Faith Formation\***

Fall through spring religious education (grades 1-8, September through April, Wednesdays from 6:30 p.m. - 7:30 p.m.) offers volunteers various roles: catechist; substitute catechist; classroom aide; Sunday preschool catechist; Sunday preschool aide. **Commitment:** Wednesdays, 6:30—7:30 p.m. or Sundays, 9:15-10:30 a.m., September through April. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Marriage Preparation Ministry**

Married couples meet with engaged couples to assist in their preparation for marriage, reviewing a pre-marriage inventory with them. They may prepare and host other marriage enhancement programs throughout the year. **Commitment:** Varies. **Contact:** Susan Campbell at 313-278-5555; email: pastoralassociate@shparish.org

**Summer Faith Formation\***

Summer religious education (grades 1-8, third week of June, 8:30 a.m. - 1:30 p.m.) offers volunteers various roles: catechist; classroom aide; large group activity assistant. **Commitment:** Third week of June, 8:30 a.m. until 1:30 p.m. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Generations of Faith Small Group Leaders\***

Volunteers assist with monthly family-oriented events including service nights, formation events, movie nights. **Commitment:** Varies. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Rite of Christian Initiation of Adults (RCIA)\***

Volunteers assist in the process of welcoming new members (adults, teens, youth and children) into the Catholic church through the sacraments of initiation. The various roles to be filled require various amounts of time, including team members, sponsors, catechists, hospitality. For adults, **Commitment:** Varies. **Contact:** Susan Campbell at 313-278-5555; email: pastoralassociate@shparish.org  
For teens, youth and children, **Commitment:** Varies. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Vacation Bible School\***

Adults and teens (grade 7 and up) volunteer in various roles during the fourth week of June working with children, kindergarten through grade 6, sharing our faith with them in a fun and relaxed environment. The location changes each year among vicariate parishes. **Commitment:** Fourth week of June. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Sacramental Preparation\***

Volunteers assist with various aspects of sacramental (reconciliation, eucharist and confirmation) preparation. Sessions are usually held on Sundays for about 2 hours. **Commitment:** Monthly. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Youth Ministry\***

Volunteers assist in a wide variety of roles associated with various grade levels (4-5 grade; 6-8 grade; high school), including leading meetings, participation in events, service projects, fundraising, and retreats. **Commitment:** Varies based on the availability, interests and level of involvement you choose. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**Young Adult Ministry\***

Volunteers assist with various aspects of young adult ministry (ages 18-35). **Commitment:** Varies. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

**\*Indicates background check and participation in *Protecting God's Children* workshop required. Formation (training) is required for many of the liturgical ministries listed.**

## Worship

### Worship Commission Member

Members promote and strengthen parish prayer, liturgical and devotional life and serve the parish in related areas. **Commitment:** Monthly meetings, September through June. **Contact:** Father Ken Chase at 313-278-5555; email: pastor@shparish.org

### Environment and Art Committee

A committee of the Worship Commission responsible for enhancing the worship space for seasons of the church year, feasts and special occasions. Members may do planning or assist with the mechanics of decorating. **Commitment:** Seasonal and variable. **Contact:** Fran Helner at 313-562-6585; email: franhelner@gmail.com

### Music Ministry

There are many opportunities to share your musical gifts with our parish family. Music is an important part of our worship experience, and the more people who are involved, the better it will be. The music ministry is not only a wonderful opportunity to develop and share your skills, it is also an opportunity to meet new people, learn new music, have fun, grow spiritually and deepen your faith. If you are interested, please consider getting involved in the following ways: • Sacred Heart Parish Choir • Contemporary Ensemble • Chamber Choir • Resurrection (Funeral) Choir • Sacred Heart Handbell Ensemble • Youth Choir (grades 2-5) • Advanced Youth Choir (grades 6-8) • Children's Handbell Ensemble (grades 4-8) • Cantors • Instrumentalists **Commitment:** Varies. **Contact:** Kelly Rizzo-McLain at 734-564-1072; email: musicdirector@shparish.org

### Wedding Rehearsal Consultant

Volunteers, in teams of two, lead the wedding party through the rehearsal and are present for the wedding liturgy to set-up, assist during the liturgy, and clean up. **Commitment:** Varies. **Contact:** Cindy Core at 313-218-0140 or Denise Daniel at 313-277-2509; email: ccore84@gmail.com or mrsd.daniel@gmail.com

### Liturgy of the Word for Children\*

Volunteers lead children in age-appropriate worship during the Liturgy of the Word at weekend Masses. This is not religious formation but rather the Liturgy of the Word adapted for children. Catechists and aides are both needed. **Commitment:** Once a month at either the 9:30 a.m. or 11:30 a.m. Mass. **Contact:** Julie Wieleba-Milkie at 313-565-1020; email: REdirector@shparish.org

### Altar Care

Volunteers care for sanctuary and church by dusting and cleaning, caring for sacristy laundry and vestments, tending holy water vessels and related tasks. **Commitment:** Thursday mornings and other times. **Contact:** Marianne Kostrewa at 313-271-8455; email: mkostrewa11@gmail.com

### Altar Servers

Servers assist the community at weekend and holy day Masses by serving at the altar. Open to boys and girls in fourth grade or above; formation is required. **Commitment:** Generally, once per month. **Contact:** Susan Campbell at 313-278-5555; email: pastoralassociate@shparish.org

### Eucharistic Ministers

Volunteers distribute the Eucharist at weekend Masses and special events (such as Confirmation, First Communion, and so on). Formation is required. **Commitment:** When needed at the Mass you attend **Contact:** Susan Campbell at 313-278-5555; email: pastoralassociate@shparish.org

### Eucharistic Ministers to the Homebound\*

Volunteers visit homebound members of the parish, praying with them and offering the Eucharist, including First Friday visits. Formation required. **Commitment:** Varies. **Contact:** Father Ken Chase at 313-278-5555; email: pastor@shparish.org

### Adult Altar Servers (Weekdays, Holy Days, Funerals)

Adult volunteers, including men and women, serve Mass on weekdays, some holy days and at funeral liturgies. **Commitment:** According to an agreed on schedule or as necessary. **Contact:** Susan Campbell at 313-278-5555; email: pastoralassociate@shparish.org

### Lectors

Lectors proclaim the Word of God at weekend and holy day Masses and on other special occasions. Mass preferences are honored; formation is required. **Commitment:** Frequency TBD. **Contact:** Carla Girard at 313-929-5934; email: cg0927@gmail.com

### Ushers: Ministry of Welcome\*

Ushers serve parishioners and visitors with their friendly presence at worship celebrations by providing guidance and assistance. **Commitment:** Schedules vary by Mass preference. **Contact:** Charlotte Nichols at 313-561-8895; email: nicholschar@att.net

### Bereavement Ministry

Volunteers lead prayer services (scripture service or rosary) at the funeral home and/or committal prayers at the cemetery on the day of burial. **Commitment:** Varies. **Contact:** Susan Campbell at 313-278-5555; email: pastoralassociate@shparish.org

## Christian Service

### Christian Service Commission Member

Members provide resources to enable the parish to put Catholic social teaching into action as well as implement specific Christian service projects and programs. **Commitment:** Monthly meetings, September through June. **Contact:** Kathleen Brichta at 313-277-8879; email: kathtom@comcast.net

### Tabernacle Society

Women of the parish gather for spiritual renewal, works of charity, building friendships and fundraising for particular projects to beautify the church. **Commitment:** Monthly meetings and special events and activities. **Contact:** Mary Walsh at 313-277-0866; email: walshmm66@gmail.com

### Capuchin Warehouse Project

Volunteers stock grocery shelves, bag produce, hang clothing, and so on at the Capuchin Warehouse. First Saturday of the month from September to June; most Thursday mornings year round. **Commitment:** Varies according to one's availability. **Contact:** Fran Helner at 313-562-6585; email: franhelner@gmail.com

### Christian Outreach

Volunteers make cards, meals, and gifts and deliver them to seniors and the home bound; organize and promote donations of clothing, money, and household goods to Catholic parishes in Detroit and to Catholic Charities of SE Michigan; collect and distribute holiday food baskets. **Commitment:** Varies. **Contact:** Kathleen Brichta at (313) 277-8879; email: kathtom@comcast.net

### St. Vincent de Paul Society\*

Vincetians strive to be open to the needs of those who request help with food, rent, utilities and other kinds of assistance. Teams take turns making home visits. Some assist in projects such as clothing drives and holiday food basket preparation and distribution. **Commitment:** Monthly meetings; team home visits on a rotating basis; other projects as they arise. Individuals and couples welcome. **Contact:** Pamela Szpytman at 313-561-7566

## Sacred Heart Catholic School

### Recess Help\*

Volunteers monitor students at recess, providing a safe environment for everyone. **Commitment:** One or more days a week, 11:45 a.m.—12:45 p.m. **Contact:** School Office at 313-561-9192

### Science Olympiad\*

Volunteers coach students in preparation for the Science Olympiad events. **Commitment:** January-March, approximately 5 hours a week. **Contact:** Kelly Knapp at 313-561-9192; email: science@shparish.org

### Grant Writing

Volunteers research and write grant applications which benefit Sacred Heart Catholic School. **Commitment:** Varies. **Contact:** School Office at 313-561-9192

### Tutoring\*

Tutors assist individual students in mastering standards or gaining competence in the English language. **Commitment:** Flexible; before, during or after school hours. **Contact:** Elizabeth Wolfenden at 313-561-9192; email: counselor@shparish.org

### Technology Committee

Committee members offer their technology expertise to support the use of technology at Sacred Heart Catholic School. **Commitment:** Five bimonthly meetings during the school year, 5:30 - 6:30 p.m. **Contact:** School Office at 313-561-9192

### Cafeteria Kitchen Assistance\*

Volunteers offer assistance washing tables, washing dishes, helping students as necessary and occasionally serving. **Commitment:** One or more days a week, 11:45 a.m. - 1:00 p.m. **Contact:** School Office at 313-561-9192

### Bingo for Books Coordinator

One or two volunteers coordinate Bingo for Books once each in the fall and spring, 6:00 - 8:00 p.m. **Commitment:** About 10 hours for the year. **Contact:** Sarah Brake, PTO president, through the School Office at 313-561-9192

### Art Around Town

One or two volunteers work with the art teacher to display student art work at local businesses, soliciting local businesses and rotating art each month, featuring student artist of the month. **Commitment:** About three hours a month. **Contact:** Art teacher at 313-561-9192; email: art@shparish.org

### Academic Olympics\*

Volunteers help prepare students for Academic Olympics, held at Saint Frances Cabrini on Friday of Catholic Schools Week. **Commitment:** About 5 hours per week, December-January. **Contact:** Kristen Nash at 313-561-9192; email: religion.english@shparish.org

### Marketing Committee

Committee members offer their passion and marketing expertise to promote Sacred Heart School and Parish. **Commitment:** 1st Wednesday of the Month, 5:30 - 6:30 p.m., during the school year. **Contact:** School Office at 313-561-9192

### Friends of Sacred Heart Schools

A coordinator or a small committee would organize and oversee an association of alumni, friends and benefactors of our parish schools, planning tours and other events during Catholic Schools Week, producing a newsletter and informing members of upcoming events. For more information or to discuss the idea, please call the principal at 313-561-9192

### School Volunteer\*

Volunteers assist occasionally with special projects or specific needs. **Commitment:** Varies. **Contact:** School Office at 313-561-9192

### Literacy Library Volunteer\*

Volunteers assist teachers and student in using the literacy library. **Commitment:** Flexible. **Contact:** Mrs. Lambros at 313-561-9192

### School Library Volunteer\*

Volunteer(s) will be trained to electronically update library holdings. **Commitment:** Once a week during school hours. **Contact:** School Office at 313-561-9192

## Parish Life

### Parish Pastoral Council

Members of the Parish Pastoral Council act as a consultative body to the pastor and as the coordinating and unifying structure in the parish. The PPC helps to determine a vision for the future, setting goals and objectives for the parish. Nominations are solicited during the Easter season; *at large* members chosen by lottery on Pentecost and serve for 3 years. For information, contact Father Ken Chase at 313-278-5555; email: pastor@shparish.org

### Evangelization Committee

Members review, plan and evaluate the evangelization efforts of the parish to incorporate them into parish life, promoting the mission of the parish, the greater church, and sponsoring special events. **Commitment:** Monthly meetings and assistance at sponsored events. **Contact:** John Michalik at 313-565-0476; email: john.michalik@sbcglobal.net.

### Parish Picnic\*

Volunteers for this annual August event plan, organize, host, set up and clean up. A separate sign-up is held prior to the event. **Contact:** Susan Campbell at 313-278-5555; email: pastoralassociate@shparish.org

### Saturday Morning Men's Fellowship

Men of the parish gather to discuss the Sunday readings. **Commitment:** Saturdays, 7:45—9:00 a.m. **Contact:** Steve Bussa at 313-561-5138; email: sbusape@msn.com

### Parish Bakers

Volunteers provide baked goods (for example, cookies or cupcakes) for occasional parish or school functions. **Commitment:** Varies. **Contact:** Parish Office at 313-278-5555; email: parishsecretary@shparish.org

### Thursday Evening Men's Fellowship

All men are invited to pray and discuss the Sunday readings. **Commitment:** 2nd and 4th Thursdays of the month, 8:00-9:30 p.m. **Contact:** Peter Paolini at 313-770-5103; email: peter9073@att.net

### Office Assistance

Volunteers provide assistance with various office tasks, such as mailing, filing, data entry, copying and collating, and so on. **Commitment:** Varies. **Contact:** Parish Office at 313-278-5555; email: parishsecretary@shparish.org

### Eucharistic Adoration

A weekly opportunity (except for July) on Mondays from 9:30 a.m. until evening prayer and benediction at 5:30 p.m., for quiet and reflection prayer in the presence of the Blessed Sacrament. Time spent in adoration helps us grow in our relationship with the Lord. **Commitment:** Sign up for a specific time slot or come at any time you choose. **Contact:** Marcia Michalik at 313-565-0476; email: john.michalik@sbcglobal.net.

### Oktoberfest\*

Many volunteers support this School, Parish, and community event in a variety of ways each October: food, entertainment, games, set up and clean up, planning, publicity, environment, and so on. A separate sign-up is held prior to the event.

### Grounds/Flower Beds

Volunteers maintain predetermined areas of the parish grounds, weeding and cleaning-up as needed throughout the growing season. **Commitment:** Varies. **Contact:** Dave Dunne at 313-278-5555; email: buildingsandgrounds@shparish.org

### Legacy Raffle and Corned Beef Dinner (March 18, 2018)\*

**Raffle volunteers** distribute tickets at weekend Masses, track sales, and promote the raffle in various ways. **Dinner volunteers** set up the hall, clear tables, and clean up following the event. **Commitment:** Flexible, September through March. **Contact:** School Office at 313-561-9192

### Facilities Maintenance

Members offer their time and talent in their areas of expertise (such as painting, landscaping, electrical or plumbing work) to assist the parish maintenance staff in particular projects. **Commitment:** Varies. **Contact:** Dave Dunne at 313-278-5555; email: buildingsandgrounds@shparish.org

### Mt. Kelly Cemetery

Volunteers assist in the care of cemetery grounds: during the growing season, weeding, deadheading of flowers, removing invasive plants, trimming of bushes; October - December, raking of leaves. The Cemetery provides all equipment and supplies and makes disposal. **Commitment:** Varies. **Contact:** Elena Lovelace at 313-268-7957.

### 100 Years on Michigan Avenue Celebration

Our parish is approaching the 100 year anniversary of our move to the current location on Michigan Avenue in October of 1918. This is an opportunity to celebrate and promote our community. You are invited to be a part of the team planning some specific events and promotions. **Commitment:** Varies. **Contact:** Peter Lynett at 313-689-8181; email: pklynett@gmail.com

### Sacred Heart High School Alumni Association

The Association promotes Catholic education as well as friendship among alumni and graduates. **Commitment:** Annual dues, \$5. **Contact:** Mary Beth Oravec at 313-274-2829; email: marybeth@sun.science.wayne.edu

## Stewardship

### Stewardship Commission Member

Members educate the parish on all matters pertaining to Christian stewardship, encourage the sharing of time and talent, make recommendations regarding use of resources, coordinate and oversee fundraising efforts. **Commitment:** Monthly meetings, September through June. **Contact:** Maureen O'Reilly at 313-563-2221; email: maureenoreilly@comcast.net