

2022-2023 STEWARDSHIP MINISTRY GUIDE



PARISH MISSION STATEMENT

"Be a Catholic Community that is a Visible Presence of Jesus."

Website: www.res-dbq.org | Facebook: facebook.com/resdbq





Stewardship Prayer

My church is composed of people like me. I help make it what it is.

It will be friendly, if I am.

Its pews will be filled, if I help fill them.

It will do great work, if I work.

It will make generous gifts to many causes, if I am a generous giver.

It will bring other people into its worship and fellowship, if I invite and bring them.

It will be a church of loyalty and love, of fearlessness and faith, and a church with a noble spirit, if I, who make it, am filled with these same things.

Therefore, with your help, Lord, I shall dedicate myself to the task of being all the things that I want my church to be.



What is Stewardship?

Stewardship involves OUR NEED TO GIVE, rather than giving to a need.

Stewardship is a TOTAL WAY OF LIFE, a conversion of mind and heart.



Stewardship is not something we do, it is Stewardship about WHO WE ARE and WHOSE WE ARE.



Resurrection is a dynamic, giving community of individuals who focus on the needs of the whole. As a stewardship parish, we are mindful of the obligation referenced in the Parable of the Talents in the Gospel of Matthew (Matthew 25: 14-30): God gives us gifts solely for the purpose of sharing them.

Only then do they multiply.

Our story began in 1857 with a handful of people determined to establish a church and to provide a place to worship, a sacred place for their families to celebrate Mass and the sacraments. The simple white frame building that became St. Philomena Church was built through the sacrifices and hard work of those original founding families.

Our history clearly demonstrates that buildings come and go. But "Church" is not about buildings. They provide only the shell in which to gather the community of believers. Rather, the Church is about people and their relationship with God. The people of St. Philomena, and now Resurrection, are deeply rooted in the values and faith of the Catholic Church. The fact that parish exists today is due to the determination of its members who donated much time, talent and treasure to make their parish a reality.

Resurrection parish today is the result of their vision and sacrifice. While pausing to reflect on our parish, it is natural to look ahead to our future. The future for us is to carry on the vision of our founding members, and to make Resurrection "a visible presence." Fr. Phil Gibbs, Pastor



MASS, RECONCILIATION AND ADORATION

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Joining Our Parish

As the people of the church of the Resurrection, we are a Catholic Community seeking to be a visible presence of Jesus! We **welcome** and invite you to join us in prayer and fellowship!

Register In The Parish

Each new parishioner is encouraged to become involved in the active life of this vibrant and growing faith community. It is a way to meet other people and to find fulfillment in the commitment of individual time and talent in the various ministries.

If you wish to register as a new member of Church of the Resurrection parish, please call the Parish Office at (563) 556-7511 to arrange a time to meet with Fr. Phil Gibbs.



Becoming Catholic

The Rite of Christian Initiation of Adults (RCIA) is a process of welcoming others into our Catholic family.

RCIA is a journey of faith through which persons join, or complete their initiation into, the Catholic Church. RCIA is a process intended for:

- Anyone over the age of 7 who has not been baptized.
- Anyone who has been baptized in a different faith community but wishes to join the Catholic Church.
- Anyone who has been baptized in the Catholic Church but hasn't received the sacraments of Eucharist and Confirmation.

Attending weekend Mass is a necessary part of the process. We will also gather weekly to go more in depth on what it means to be Catholic and answer your questions about the faith.



The Sacraments

The Roman Catholic Church has seven holy sacraments that are seen as channels of divine grace, instituted by Christ. Each is celebrated with a visible rite, which reflects the invisible, spiritual essence of the sacrament. Whereas some sacraments are received only once, others require active and ongoing participation to foster the "living faith" of the individual who is within the community.

Baptism

For Catholics, the sacrament of Baptism is the first step in a lifelong journey of commitment and discipleship. It is the Church's way of celebrating and enacting the embrace of God.

Baptismal preparation classes are offered regularly. Attendance is requested prior to baptism and can be scheduled by contacting the parish office.



Confirmation

Sacraments of Initiation made up together by Baptism, Eucharist, and Confirmation. When we receive the sacrament of Confirmation, we receive the outpouring of the Holy Spirit granted to the Apostles on the day of Pentecost.



Confirmation is the sacrament that roots us more deeply in the divine relationship. It incorporates us more firmly in Christ, strengthens our bond with the church, associates us more closely with her mission, and helps us bear witness to the Christian faith in word and deed.

Essential to the Rite of Confirmation are:

- Renewal of our Baptismal Promises.
- The anointing on the forehead with holy chrism.
- The laying on of hands with the words, "Be sealed with the Gift of the Holy Spirit."
- The sign of peace.





Reconciliation

Preparing to celebrate the Sacrament of Reconciliation (also known as Penance) is a time for focus on God's mercy, how we show mercy among our family, friends, and community, and how we celebrate forgiveness. Children of the parish who are in 2nd grade or up are invited to begin the formal preparation to celebrate the Sacrament of Reconciliation. In order to register for this preparation, the child should meet the guidelines listed in the checklist below.

Reconciliation Preparation is set up for parents and children to prepare mostly at home since it is the home where each child's faith is most cultivated. The materials the parish provides will guide families through familiar Bible stories, offer discussion points, and suggest activities for you and your child while on this journey. In order to support parents during this time, the parish offers two meetings for both parents and children.

Critical to a child's preparation is the family's participation at Mass on a weekly basis. The Mass is the greatest expression of the Catholic faith— It is where that the Sacrament comes alive.

It is where as a community we offer as a sacrifice our successes and failures and where God accepts them with great joy guiding us to a deeper relationship with Him.

Checklist to begin preparation:

- Child must be in 2nd grade or up.
- Child should have regularly attended Faith Formation classes the year prior to preparation and be attending regularly the year they prepare for this sacrament.
- If a child was not baptized or baptized in another faith tradition, the parents must contact the Parish office.



Eucharist -First Holy Communion

Preparing to receive Jesus through the Sacrament of the Eucharist for the first time is an exciting time. It is a time for focus on Jesus, faith, and family. Children of the parish who are in 2nd grade and up are invited to begin the formal preparation to receive their First Eucharist. In order to register for First Eucharist, the child should meet the guidelines listed in the checklist. Child must have received the Sacrament of Reconciliation prior to First Communion.



Preparation for Eucharist is set up similarly to our preparation for Reconciliation. Parents and children prepare mostly at home since it is the home where each child's faith is most cultivated. Materials the parish provides will guide families through familiar bible stories, offer discussion points, and suggest activities for you and your child while on this journey. In order to support parents during this time, the parish offers two meetings for both parents and children.

Of vital importance to a child's preparation is the family's participation at Mass on a weekly basis, since it is here that the preparation for this Sacrament comes alive.



Checklist:

- Child must be in 2nd grade or up.
- should have regularly attended Faith Formation classes the year prior to preparation and be attending regularly the year they prepare for this sacrament.
- Child must have received the Sacrament of Reconciliation.

Marriage



Catholic sacramental theology makes clear that marriage, like all of the other sacraments, is celebrated within the context of community and church. Thus, marriage involves not only yourselves, but also the community of Resurrection Parish. The loving union of a husband and wife speaks of family values and God's values. Couples wishing to get married should contact the pastor at least six months prior to the desired date of the wedding. Preparation classes are held at the parish and Wedding arrangements can be arranged by contacting the parish office.

Anointing the Sick

Anointing of the Sick can be given to those who are afflicted with serious illness or injury, those who are awaiting surgery, the weakened elderly, or to ill children who are old enough to understand. The rite can be performed in a home or hospital The priest may also administer the sacrament of Reconciliation and the Eucharist if the person has been unable to receive it.

Getting Involved at Resurrection Parish

"Based on the gift each one has received, use it to serve others, as good managers of the varied grace of God." - 1 Peter 4:10

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It is for us to carry on the vision of our founding members, and to make Resurrection "a visible presence." Parishioners are encouraged to become involved in the active life of this vibrant and growing faith community. It is a way to meet other people and to find fulfillment in the commitment of individual time and talent in the various ministries.

FAITH FORMATION & EVANGELIZATION



MASS – LITURGICAL AND MUSIC



PRAYER MINISTRIES



HOSPITALITY MINISTRIES



SERVICE & OUTREACH MINISTRIES & **ORGANIZATIONS**



OTHER EVENTS & TALENTS



MINISTRY GUIDE

Parish Committee Contact Information

Pastoral Council John Callahan John.Michael.Callahan@gmail.com

Faith Formation Wendy Osterberger dbq058FF@dbqarch.org dbq058d@dbqarch.org Deacon Mike Ellis Liturgy Parish Community Life Julie Laugesen mandilaugesen@gmail.com Social Justice Tim Moothart timmoot1@gmail.com

Parish Office 563-556-7511 dbq058bm@dbqarch.org

FAITH FORMATION & EVANGELIZATION



Children's Liturgy of the Word (Sundays at 9 am)

Adult Leader (18 or older)

- Lead the children in the Liturgy of the Word
- Prepare a short lesson from guided materials
- Work with children from 4 years old to 1st grade

Adult Assistant (18 or older)

- Help guide children from the Church to the Upper Room
- Watch the time and give the leader updates
- Help to keep an orderly and safe environment
- Hand out bulletins to each child



Youth Faith Formation (K-5)

Wednesday Night Aide

- Assist the catechist with duties as assigned
- Help to keep an orderly and safe environment

Hall Monitor - Wednesday nights

- Sit by the locked door and let in those who are late
- Be sure no one is leaving without prior permission
- Help to keep an orderly and safe environment in the halls

Wednesday Night Catechist

- Prepare weekly lessons from guided materials
- YFF is 6:30-7:45 pm from September-April

Special Needs Catechist

- Prepare lessons for children with special needs
- Work with a child individually when necessary

Summer Catechist

- Must be a certified teacher
- Prepare daily lessons from guided materials
- Meets 8:00 am-12:00 pm June 12–15, 19-22, 2023

Vacation Bible School (June 26-30, 2023)

Adult Station Leader

- Help plan and present faith-filled fun for children
- Work with children from 4 years old to 5th grade
- Lead Bible stories, crafts, songs, activities or help with snacks
- Must be college age or older

Youth Assistant

- Guide children from station to station
- Help to keep an orderly and safe environment
- Must be middle or high school age



Youth Ministry

Opportunities for Youth

Middle School Youth Activities

- Monthly Wednesday Foundation, Community and/or Faith Action nights for any parish 6th or 8th grader
- Join an email list to be notified of additional youth ministry events

High School Youth Activities

- Join an email list to be notified of additional youth ministry events
- Examples: Service opportunities & trips, NCYC, Adoration,
 Totus Tuus, canoe trip,
 retreats & dinners

Youth Leadership Team (YLT)

- Apply to join a high school team to participate in spiritual growth,
 Stewardship, and social activities
- Serve as a youth leader in the parish to plan activities for middle and high school students



 Monthly meetings, yearly retreat, service projects, social activities, Living Stations of the Cross, and more!

Opportunities for Adults

Donate Food for Events

- Provide snacks for youth events
- Provide meals for Retreats, lock-ins, etc.

Middle School Ministry Core Team (Foundation)

- Volunteer to be a Foundation core team member and help facilitate youth nights
- Open to high school students and adults

Chaperone Youth Trips

 Help with supervision and faith formation on overnight youth group activities including service trips, retreats, lock-ins, NCYC, etc.

Adult Youth Ministry Team Member

- Mentor youth, help facilitate planning, guide discussions
- Monthly meetings; yearly retreat; social, spiritual, and stewardship activities
- Must be college age or older

Adult Faith Formation & Confirmation

Confirmation Prayer Partners

- Adults to pray for Confirmation candidates
- Assist with confirmation interviews

Ladies in Faith Together (LIFT)

- Adult woman of the parish
- Sign up for email (or regular mail) list to notify you of upcoming events
- Opportunities: monthly socials, small group studies, book club & outreach

Marriage Enrichment

- Couples support each other in keeping their marriages vibrant and faithfilled
- Content: prayer, followed by discussion of a book, DVD, or article about marriage, couple time, large group discussion

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

Team Member:

Lead session and share faith with those choosing to become Catholic from another Christian church

Godparent or Sponsor for those wanting to become Catholic

- Meet with those who are seeking initiation in the Catholic Church
- Attendance at Mass and RCIA sessions with those wishing to be Catholic is a priority

Breaking Open the Word session leaders

- Meet with the Catechumens (nonbaptized)
- Dismissed after homily to reflect on the Sunday Scriptures

Scripture Sharing—See Bulletin Calendar

- Discuss and pray about the upcoming Sunday Mass Scriptures
- MESS—Men Exploring Sunday Scripture meets Thursdays at 7:30 am

That Man Is You (TMIY)



- Join other men who want to grow as disciples of Jesus
- Support & encourage others in living the Christian life, using Scripture, the wisdom of the Church, and modern social sciences as resources
- Two, 12-week sessions—TBD
- Meetings held Saturdays from 6:30-8:00 am (hot breakfast provided)

Evangelization



Parishioner Outreach

Ongoing communication is key to creating intimate family atmos-It is crucial to maintain meaningful relationships within the parish.

Personal Contact

- Volunteers that will commit to write handwritten notes to our parishioners not active.
- Let parishioners know that we miss them and want them to return to regular worship.
- Invite them to participate in the life of the faith community by joining for various events.
- Offered 4 times a yr during the Advent/Christmas season; Lent/Easter season; the beginning of summer (June) and before Parish Festival (Aug).
- All items provided, as well as the note cards and postage.

Phone Calls/Emails:

- Follow up phone calls or emails to welcome newly registered parishioners.
- Assist to make personal connections beyond registration.
- List of new parishioners as well as a script and/or other talking points provided.
- Suggested outreach is once every 2 months for one year.

MASS-LITURGICAL & MUSIC

Liturgical Ministry

Altar Server

- Assist Presider during Mass
- Mandatory training provided
- Weekend Mass: Grades 4-12
- Funeral Mass: Grades 5-12

Care of Altar Linens

- Cleaning, ironing, and caring for altar linens and other items used for liturgy
- 3-4 times/yr: collect linens, launder at home, and do a light cleaning of the sacristy

Extraordinary Minister of Communion

- Attend training session
- Be commissioned by a priest or deacon every three years
- Follow Guidelines for Extraordinary Ministers of Communion
- Display a reverence for and faith in the Body and Blood of Christ
- Opportunities for daily, weekend, and wedding Masses

Greeter

- Smile and greet all who enter as you would a guest to your home
- Assist any participants who need help entering the church
- Hand out bulletins and worship aids
- Straighten up pews after Mass
- opportunities for weekend, funeral, holy day, and special occasion Masses





Liturgical Environment

- Support creation & assembly of decorating and adorning the sanctuary, altar, and other areas of the church for each particular liturgical season
- Help set up and take down, especially for the Christmas and Easter Seasons
- Attend any meetings or preparations

Reader

- Attend training sessions and in -services as scheduled
- Opportunities for daily, weekend, funeral, and care center Masses

Sacristan

- Care for & prepare the sacristy, as well as the liturgical equipment and supplies necessary for the celebration of Mass
- Carry out expected duties both before and after the scheduled Mass (setting out vessels, ritual books, etc. and arriving 45 minutes before Mass)
- Communicate any necessary details to celebrant, Eucharistic ministers, and altar servers
- Opportunities for daily, weekend, and wedding Masses

Usher

- Provide a welcoming environment for those who attend the liturgy
- Attend to the needs of those requiring direction or special assistance
- Assist guests in search of adequate seating for the liturgy
- Be prepared for emergency situations (training is provided)
- Gather the collection during the liturgy

Water Plants/Flowers in Church

- Water 2–3 times / week during Christmas and Easter seasons
- Make bulletins available after the liturgy

Music Ministry

Parish Choir

- Sing at Mass schedule includes alternating 4 pm, 9 am, 11 am Mass
- 1½ to 2-hour weekly rehearsals beginning at 6:30 pm
- Ability to read music is helpful, but not necessary
- Sings Christmas Eve, Triduum of Holy Week, and for Confirmation

Children's Choir - Grades 3-8

- Choir sings one Mass per month during the school year
- Rehearsals Monday: 3:30-4:30 pm
- Students learn basic singing techniques and music reading skills



Bell Choir

- Plays at seasonal Masses
- Christmas Season: 5-6 Masses
- Easter Season: 6-7 Masses
- Rehearsals on a coordinated evening: typically 6:45-8:30 pm
- Reading music is necessary



Cantor

- Leads the assembly in the sung prayers of the Mass
- Ability to read music helpful
- Responsible for knowing music menu and schedule
- Rehearsals one hour prior to Mass

Instrumentalist

- Ability to play an instrument in collaboration with other musicians
- Ability to read music
- Responsible for knowing the music menu & schedule
- Rehearsals one hour prior to Mass
- Common instruments used at Mass: Piano, Guitar, Flute, Oboe, Violin, Trumpet, Bass

Pianist/Accompanist

- Proficient in piano
- Responsible for knowing the music menu & schedule
- Ability to both lead and follow the cantor and/or other musicians
- Rehearsals one hour prior to Mass



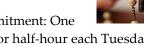
PRAYER MINISTRIES

31 Club

- Pray individually for an increase in vocations to the priesthood, diaconate, and religious life
- Each member chooses one date of the month that is easy to remember (ex. birthday, anniversary)

Eucharistic Adoration

- Tuesdays, 7:30-5:00 pm
- Commitment: One hour or half-hour each Tuesday



Prayer Chain

- Pray for intentions requested by parishioners
- Volunteers are contacted by phone or email as petitions are requested

Prayer Warrior

- Opportunity for those who are homebound, elderly, or ill to pray for the needs of the parish
- For those who sense a unique call from God to make prayer for others their special ministry

Rosary Making

- Members join in short prayer and prepare bags of cord, beads, and crosses to make 10 rosaries.
- Volunteers become members of Our Lady's Rosary Makers Guild



Seven Sisters Apostolate

- Women commit to one Holy Hour in front of the Blessed Sacrament each week to pray for our pastor or associate pastor and his intentions
- Volunteers choose the day of the week during which they will pray

HOSPITALITY



Parish Community Life

Coffee & Donuts for 9 am Mass

- Before Mass: make coffee & set out supplies in Church Social Space
- After Mass: set out donuts, pour beverages, wipe down tables and straighten counters, tables chairs
- Coordinator schedules volunteers as needed

Provide Food for Various Events

Donate or arrange food item for parish events such as retreats, socials, meetings, etc.

Event Setup & Takedown

Assist with setting up & taking down tables/chairs for a variety of events

Childcare at Parish Events

Assist with caring for children whose parents are attending parish events

Work Parish Events

Assist in organizing and/or working various events, as available



SERVICE & OUTREACH MINISTRIES & ORGANIZATIONS

Health Ministry

BeFriender Ministry

- Ministry of being a friend to those in need
- Required three-session training, approximately 2 hours per session
- Confidential one-on-one visits are more pastoral than social
- Meet monthly

Blood Drive

- Coordinate refreshments
- Assist with registering donors following a weekend Mass
- Serve refreshments to donors
- Donate blood

Caregiver Respite

- Substitute for a caregiver in his/ her home as requested, or during Care for the Caregiver meetings held at the parish, as needed
- Training is provided

Prayer Shawl Ministry

Love of knitting or crocheting and

compassion combine into a prayer ministry creating shawls for those



in need of comfort and solace

Many blessings are prayed into every shawl as they are created

Visit Elderly & Homebound

- Visit parishioners once a month with who are homebound or live in a care facility
- Write a brief report of the visit, and email, mail, or hand deliver to the Parish Nurse
- Confer with the Parish Nurse as needed about any questions or concerns



Social Justice

- Learn more about the rich Social Teachings of the Catholic Church
- Help plan outreach programs
- Determine how Social **Iustice** funds are allocated
- Represent the parish at Dubuque Area Congregations United, Citywide Social Justice Committee, Habitat for Humanity & Dubuque Rescue Mission
- Meet third Monday evening

Green Team

- Help with Parish Rain Garden
- Help educate parishioners environmental stewardship issues
- Optional Mtg Dubuque Chapter of the Iowa Interfaith Power & Light meeting

Mobile Food Pantry

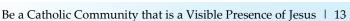
- Help distribute food to families in need on Saturday mornings
- Help with setup on Friday evenings
- Pantry is held up to four times a

Parish Service Trips

- Participate in a trip to our Partner Parish, St. Ignatius, in Wanblee, South Dakota- projects as assigned
- Participate in trip to the Presentation & Franciscan Sisters Mission in Okolona, Mississippi, and help in their summer program for children, work in the second hand store, or do fix-up projects around Okolona

Partner Parish Activities

Volunteer a few minutes on specified weekends to collect donations for our Partner Parish



Pro-Life Activities

- Support Mary's Inn, local maternity home dedicated to the physical, emotional, and spiritual well-being of single pregnant mothers and developing babies
- Support other pro-life issues and organizations

Habitat for Humanity

- Sponsored by Habitat for Humanity
- Assist with new construction, rehabilitation, or restoration of local houses and properties
- Work Saturdays as you are able when work is in progress
- Help prepare meals for Habitat workers

St. Vincent de Paul Society

- This society offers temporary and emergency assistance to people in need by providing food, clothing, furniture, and utility and rent payments for individuals and families faced with financial hardship
- Sponsors "The Sharing Tree" at Christmas, providing gifts for needy families in our parish area
- Provides baskets of food, household cleaning products, and paper products at Christmas & Thanksgiving

OTHER EVENTS & TALENTS

General Parish Assistance

Mailings & Bulletin Inserts

- Fold and insert documents into envelopes
- Place labels on envelopes
- Staple and place inserts into the Sunday bulletin

Photography

 Take photos at parish events as requested



Secretarial Help

- Provide coverage for parish front office during vacations and staff meetings
- Answer phones, take messages
- Answer door/greet visitors

Mending & Sewing

- Repair altar linens, altar server albs, and priest vestments
- Sew baptismal gowns for RCIA
- Sew purificators

Videography

Record video of parish events as requested

Maintenance Assistance

Carpentry

- Must have carpentry experience
- Help with carpentry projects of varying sizes
- Assist with drywall repair

Electrical

- Help with needed electrical work for the parish
- Must be a certified electrician

General Maintenance

- Clean carpets using carpet cleaning machine
- Clean walls in church gathering and social spaces
- Assistance needed weekdays during daytime or nighttime hours



Grounds Upkeep

- General gardening or special projects
- May include trimming shrubs & trees, leaf clean up, watering and planting, and pulling weeds

Painting

- Painting experience requested
- Prepare rooms for painting
- Paint rooms/areas in church, parish offices, rectory, etc.

Plumbing

- Plumbing experience requested
- Assist with small plumbing projects in the church or parish office
- Assist with plumbing for Resurrection Habitat for Humanity projects

Parish Festival

Festival Assistant Co-chair

- Attend monthly planning meetings
- Learn roles & responsibilities of Festival Co-chairs
- Be well-organized with good communication skills
- Be willing to assist with festival planning throughout the year
- Serve as Festival Co-chair the following year

Festival Committee Chair

- Attend monthly planning meetings
- Learn roles & responsibilities
- Help find and coordinate volunteers
- Committees include parking, dining, games, silent auction, donations and many more! It's a fun way to meet parishioners and help the parish.

Festival General Volunteer

- Volunteer at annual Parish Festival the third Sunday in August
- Beginning in June, volunteer by signing up in the back of church or by filling out a Festival volunteer form
- Help is also needed prior to the Festival for weekend raffle ticket sales at area retail locations
- Last minute setup help is always needed



by ShopWithScrip

Scrip

Purchase Scrip

- Buy gift cards & earn tuition credit towards Faith Formation programs, Holy Family Catholic Schools, and/or Holy Family Early Childhood Programs
- Credit may be earned (75%) of rebate for your own family or any other family involved in the Scrip program
- Resurrection Parish also benefits from Scrip purchases

Pick up Scrip from local vendors

- Every other Tuesday or Wednesday (twice a month), drive your own car to local vendors that have been grouped by location
- Must go inside the business for pick ups
- Set your own schedule as long as you go during business hours
- Time commitment: one hour, twice a month

Sort Scrip

- Every other Wednesday (twice a month) assist with fulfilling orders
- Volunteers start about 3:00 pm and are finished by 4:30 pm
- Time commitment: 1½–2 hours, twice a month. (if you cannot commit to every week, you can volunteer as your schedule permits)





CHURCH OF THE RESURRECTION

Pray gratefully. Share responsibly. Give generously.