

VOLUNTEERS NEEDED

To have a quality Religious Education Program that helps guide students in their faith journey and watches out for the student's safety and well being, requires a large number of volunteers. There is also a great demand for space here at the parish which requires multiple set ups each weekend but limited personnel to help with those set ups. Please prayerfully consider volunteering for one of the positions listed below. For more information about any of the volunteer positions please contact Laura Stehle at the parish office, 747-1321.

Catechist/Teacher* – Would plan weekly lessons, projects and activities for the class each week. Books, supplies and a large variety of resource material are provided. In addition to weekly classes there are three gatherings during the year to help support catechists and keep them informed about upcoming events.

Catechist Assistant/ Classroom Aid* – This person would work closely with the teacher and assist by helping with class projects, activities, and students that require extra help. In addition to weekly classes there are three additional gatherings during the year.

Substitute Catechist/Teacher– This person would take the class when the regular catechist is out ill or unable to teach for any reason. With over thirty classes every Sunday so there is a great demand for substitutes at 9:00am and 10:30am.

Office Assistant* – An assistant would help in the school office by answering questions, registering students, picking up attendance folders and getting supplies. This position requires someone who can arrive 15 minutes before class and stay 15 minutes after class is over every week. There will be one short meeting at the beginning of the year to go over office procedures.

Gate Monitor* – To help insure the safety of our students this person would make sure students stay inside the courtyard after they are dropped off for class and while waiting for their parent or guardian to pick them up from class. During class the gate monitor would make sure only parents of students enter the courtyard. This position requires someone who can arrive 15 minutes before class and stay 15 minutes after class is over. There will be one short meeting at the beginning of the year to go over our procedures.

Parish Hall Set Ups – Often the Parish Hall is needed for multiple activities over the weekend and sometimes on the same day. This means that chairs and tables need to be put up or taken down to have the set up needed for sacrament meetings, sacrament receptions, and other programs.

Sacrament Reception Volunteers – Volunteers are needed to help set up, serve and clean up at each of the sacrament receptions listed below. You may volunteer for all of the receptions or a single reception.

1st Reconciliation

February 20, 2010 9:00pm – 12:30pm OMOS School and Religious Ed

1st Communions

April 11, 2010 2:00pm – 5:00pm OMOS School Students

April 18, 2010 2:00pm – 5:00pm Religious Ed 2nd Grade Students

April 26, 2010 4:00pm – 6:30pm Bilingual Students

May 9, 2010 2:00pm – 5:00pm WCC II Students

Confirmation

May 3, 2010 7:00pm – 9:30pm OMOS School Confirmation

May 10, 2010 7:00pm – 9:30pm Religious Education Confirmation

In order to maintain a safe environment for our students our Parish Compliance Plan requires that all volunteers working with children be fingerprinted and have a background check. Compliance Packets for these () positions are available at the Parish Office. For more information please call Laura Stehle at the Parish Office, 305-3611.

Please return the volunteer information form with your registration.

Volunteer Information

Name: _____

Address: _____

Phone: _____

I am interested in volunteering as a _____ As a volunteer office assistant, gate monitor, or catechist I will be available _____ 9:00 am Sunday or _____ 10:30 am Sunday. Those volunteering as a catechist or catechist assistant, please indicate the grade level you are interested in working with. Grade _____.