

PARISH MINISTRIES

ADMINISTRATION & MAINTENANCE

101 PASTORAL COUNCIL

The Pastoral Council is a consultative body to the pastor, who assists in defining and carrying out the mission of the parish. The meetings are usually held on the 3rd Thursday, 7:00 P.M. at St. Peter the Apostle Conference Room. The Pastoral Council Coordinating Committees are Stewardship, Administration, Worship, Lifelong Formation/Education, and Service (Parish Life and Community Outreach).

102 FINANCE COUNCIL

Mandated by Canon Law, the Finance Council makes recommendations to the Pastor and Pastoral Council concerning all aspects of the Parish financial and budget matters, personnel, accountability of resources, church support and fundraising coordination, and upkeep of the physical facilities and properties of the parish. The meetings are held on the 3rd Thursday of the month at 5:30 p.m. in the St. Peter the Apostle Conference Room.

103 STEWARDSHIP COMMITTEE

This committee's responsibility is to inform parishioners about the Biblical foundations of Stewardship and tithing, and to encourage the involvement of all ages in a broad spectrum of parish activities; each year they will spearhead a Stewardship renewal program.

104 CHURCH SECURITY

This committee is made up of current and retired members of the military and law enforcement professions, as well as concerned parishioners. The purpose of this committee is to advise the Pastor on matters relating to physical security, situational awareness & prevention, crisis management procedures, management, personnel controls-entrance & exit protocols, security camera placement, and finally hospitality minister and parish staff engagement and training. The Church Security Committee also provides feedback and input into developing our parish-specific security plan, including the creation of emergency procedures to be implemented in case of a disturbance or a catastrophic event.

105 STRATEGIC FIVE-YEAR PLAN

This committee meets once a month to discuss/identify over-arching parish goals for the next five years.

106 CAPITAL CAMPAIGN (LIVING STONES)

This committee meets to discuss the best way to obtain the following goals: 1) Raise funds in 3-year pledges to complete a large gathering area for church family gatherings, and 2) Raise funds to reduce debt on our church.

107 BUILDING & GROUNDS GROUP

This group of volunteers helps to maintain parish facilities in order to provide a safe and attractive space for the people of St. Peter the Apostle. Members help with maintenance, landscaping, lawn care, and snow removal.

WORSHIP

201 ALTAR SERVER

Altar servers assist the presider at liturgical celebrations. Children who are in the 3rd grade or older are invited to attend altar server training. Adult altar servers are also needed for daily Masses and special liturgies.

202 SACRISTAN

Under the direction of the clergy, the sacristan is responsible for the preparation of the Mass. He/she sets up before Mass. Other duties include care of the Altar, sanctuary lamp, and vessels. Training is offered with current sacristans.

203 MINISTER OF THE WORD (LECTOR)

During liturgical celebrations, these ministers proclaim the Word of God, which usually includes the first and second readings on weekends. If there is no cantor, Ministers of the Word also proclaim the responsorial psalm.

204 COMMUNION MINISTER

Extraordinary Ministers of Holy Communion prayerfully serve the people of St. Peter the Apostle by helping the celebrant to distribute the Body and Blood of Christ during Eucharistic celebrations. They also help distribute Holy Communion to those who are ill, or otherwise unable to attend mass (see **601 Health Ministry** for more information). Finally, Extraordinary Ministers clean the vessels after each mass.

205 GIFT BEARER

Gift bearing is one of the few ministries that is designed for young families as well as individuals to participate together in a service to our community. Gift bearers are assigned on a rotational basis. Both the bulletin and the Saint Peter website designate when the participating families are to bear the gifts. The gift bearers are part of the Eucharistic celebration by bringing the unconsecrated bread and wine forward at the appropriate time during Mass. The gift bearer should notify the head usher before the Mass that they are available and ready to serve for that Mass.

206 MINISTER OF HOSPITALITY (USHER)

These ministers have the important task of being the first person who each parishioner comes into contact with when they arrive at church. They are responsible for greeting and seating parishioners if necessary. They perform a variety of duties before, during, and after Mass to help ensure the flow of Mass. Examples of such duties include greeting, tithing collection, Eucharistic gift bearers, bulletin distribution, etc. They work with the Pastor to facilitate any weekly changes. Each Hospitality Minister is provided with a detailed overview to ensure that they are aware of what individual jobs need to be accomplished during each Mass. These duties are done in the background and should not interfere with the flow of the Mass.

207 MUSIC MINISTRY

The Music Ministry of St. Peter the Apostle is happy to welcome vocalists and musicians to either the Adult Choir or Children's Choir (see also no. **501 for Hispanic Choir**). These groups support the assembly by leading songs that reflect the message of Scripture during liturgical celebrations.

208 LINEN TEAM

This vital ministry is conducted quietly behind the scenes in the homes of team members. Duties include picking up all soiled linens from the church, rinsing out the precious body and blood, washing, drying, ironing and returning the linens to ensure they are always clean for Mass and liturgies.

209 BEREAVEMENT COMMITTEE

The Bereavement Committee serves the families who have lost a loved one by offering a luncheon immediately after the burial or committal. The deceased or their immediate family should be a registered member of the parish. If the family wishes, food can be taken to the funeral home in lieu of a luncheon.

210 ARTS & ENVIRONMENT (CHURCH DECORATION)

The Arts & Environment Committee is responsible for decorating the church for each liturgical season and maintaining the plants and flowers in church. They water and prune plants on a weekly basis. During ordinary time, they change out plants, flowers and decorations. Lent, Easter, Advent and Christmas are the busiest times when the most help is needed.

211 CHURCH CLEANING CREWS

For the duration of the pandemic, volunteers are needed to clean the church immediately after each Mass. To ensure that the church also receives a deep-cleaning weekly, rotating volunteer groups also clean once a month.

212 EUCHARISTIC ADORATION

Adoration is held every 1st, 3rd, and 5th Friday of each month from 4-6 p.m. in Our Lady's Chapel. The Rosary is recited at 5.30 p.m. During Lent and Advent, adoration is held every Friday at 4 p.m. and ends with Benediction at 6 p.m. with the sacrament of Reconciliation available from 4.14 p.m. -5.45 p.m.

213 WORSHIP COMMITTEE

The Worship Committee coordinates the liturgical needs and ministries of the parish, such as those listed above. The Catechism of the Catholic Church states, "The liturgy is the summit toward which the activity of the Church is directed. At the same time it is the font from which all the Church's power flows." The Worship Committee ensures that this teaching is realized in parish life.

PARISH LIFE

301 PICNIC COMMITTEE

The Picnic Committee meets either once a month or on an as-needed basis for one hour. The committee organizes, plans, schedule vendors and volunteers to work the largest church fund-raising event, usually held during the summer.

302 KNIGHTS OF COLUMBUS

The Knights of Columbus (K of C) is a global Catholic fraternal service organization. Membership is composed of (and limited to) practicing Catholic men who accept orthodox Catholic doctrine on theology and social policy. The organization was founded in 1882 as a mutual benefit society for working-class and immigrant Catholics in the United States. It has grown to support refugee relief, Catholic education, local parishes and dioceses, and global Catholic causes. The Knights promote a Catholic view on public policy issues, including opposition to same-sex marriage, abortion, and birth control. The K of C meet at St. Andrew Academy in the PLC on the 1st Tuesday of the Month from 7-8pm. All Catholic men are invited to attend.

303 MEN'S CLUB

On Thursday mornings, several men of Saint Peter the Apostle parish meet for breakfast at 9:00am at Sue's Touch of Country Restaurant. Prior to breakfast, the men attend the 8:00 Mass as a way to start their day. This men's group has been meeting this way for over 10 years. These men gather to continue to build fraternity and community, as well as discuss ways they can make our parish and community a better place. Finally, this group also offers suggestions to the Pastor on how to make the parish more diversified in its outreach to the greater community. This group's outreach includes both internal and external sources and projects. All parish men are welcome to join us!

304 FISH FRY

Volunteers are needed to set up the gym, prepare the fish on Thursday night, and work the Fish Fry during Lent. Duties include cooking, cleaning, or serving the parishioners. This event occurs at the St. Andrew Academy campus.

305 FRIENDSHIP CLUB

The Friendship Club is dedicated to providing an environment where Senior Citizens can form friendships and participate in activities that build community. It meets on Thursday mornings at 10:00 a.m. and in the evening on the last Thursday of the month at 6:00 p.m.

306 DONUT SUNDAY

Volunteers are needed to help set up and serve drinks for the monthly gathering.

307 GIRL SCOUTS

The Girl Scouts are dedicated to teaching girls and young women life skills that will help them all their lives. They meet on Fridays at 7:00 p.m.

308 CUB/BOY SCOUTS

St. Peter the Apostle charters Scouts BSA Troop #51 for boys aged 10 ½ -17 years old and Cub Scout Pack #51 for boys and girls aged 5-10 ½ . Scouts BSA Troop #51 meets every Tuesday night in the PLC annex of St. Andrew Academy from 6:45 p.m. until 8:00 p.m. Cub Scout Pack #51 meets every Tuesday night in the school cafeteria from 6:30 p.m. until 7:45 p.m.

309 CARD PARTY

St. Peter's annual card party helps pay for the altar supplies at church. Volunteers are needed to collect door prizes, set up the room, make gift baskets, and clean up for the event. The card party is usually held in March.

310 50/50 DRAWING

Volunteers for the 50/50 drawing sell tickets after Masses on the second Saturday and Sunday of the month. Proceeds go to the general fund of the parish.

311 PRAYER BLANKET

The prayer blanket ministry is looking for fresh faces to continue this tradition. Each blanket is made as a prayer and brings best wishes from the parish. They are meant to comfort those who are ill. Blankets are also made to welcome new babies to our church family. If you like to sew or crochet, this is your mission. Meet new friends and share fresh ideas!

312 QUILTERS

This group makes quilts for our annual picnic and for the craft show in November. In the past, they entered and were awarded many ribbons at our State Fair. They meet in the basement of the Parish Office from 10a.m. to approximately 3p.m. All are welcome to join this group.

313 TAI CHI

Tai Chi is an ancient form of meditative exercise that anyone can do regardless of age or physical ability. It teaches us balance and mobility, and it helps to strengthen our bodies and minds. Tai Chi is called meditation in movement. The movements are graceful and easy to learn. We meet on Tuesday mornings at 10:30a.m. for about an hour.

314 CRAFT SHOW

The Craft Show is held annually in November as a benefit to the parish general fund. Volunteers are needed to help put up signs in the neighborhood and help set up the gym with the assistance of St. Andrew Academy students. Additional help might be needed to work concessions during the event.

315 CULTURAL EXCHANGE

The cultural exchange committee will look for opportunities to showcase the different and diverse cultures in our parish. These activities can be facilitated by lectures and demonstrations or by sampling traditional foods. The mission of this group is to make every group known to each other and create inclusiveness.

316 FELLOWSHIP ACTIVITIES

The fellowship activities committee will seek ways to increase fellowship activities within the parish. Examples could include parish potlucks, kickball, book clubs, or any gathering where the community can come together socially

LIFELONG FAITH FORMATION

401 FAITH FORMATION COMMITTEE

The Faith Formation Committee, under the direction of the Faith Formation Director, reviews and coordinates educational faith ministries. It includes all stages of evangelization from activity directed toward non-believers, to catechetical activities for those who choose the gospel or need to complete or modify their initiation, to pastoral activity directed toward those of mature Christian faith. Therefore, it includes preparation for all sacraments as well as areas for growth in faith. The committee usually meets on the first Thursday of each month.

402 ADULT FAITH FORMATION

Adult Faith Formation is a recurring ministry of Faith Formation. It promotes adult formation and development through the sacraments, prayer life of the Church, works of charity and justice, retreats, and spiritual direction. It also serves to clarify the relationship between the Church and the world, to clarify religious and moral questions, and to educate toward the development of an informed moral conscience. In particular, this group looks for ways to enhance the study of Scripture, Tradition, doctrines of the

faith, sacraments, the Mass, prayer, and marriage and family life. Specific activities are usually offered in 4 to 5 sessions at least twice a year.

403 CHILDREN’S CHURCH (LITURGY OF THE WORD)

Catechists and teen helpers are needed for Children’s Church, a ministry to children ages 3-7 during the 11:30 Mass while school is in session. Children, together with their catechists, are dismissed from Mass to reflect on the readings in a special way that helps them to grow in faith. The Sunday’s Scriptures are read to them, and they may sing, pray, or make a craft that facilitates their understanding.

404 RITE OF CHRISTIAN INITIATION FOR ADULTS (RCIA)

RCIA is a ministry of Faith Formation. It is the process through which unbaptized participants (catechumens) are brought into the Church through the sacraments of Baptism, Confirmation, and Eucharist. Those who were previously baptized (candidates) may be brought into full communion through the sacraments of Confirmation and Eucharist. A team of catechists and sponsors prepares the participants for reception of the sacraments at the Easter Vigil. The process is year-round and meets from August to May on Tuesdays at 7 P.M. in the Conference room at St. Peter.

405 RELIGIOUS EDUCATION

This program is for children K – 8th grades who attend public schools. Classes are held on Sundays from 9:30 – 11:00a.m. at Saint Peter the Apostle from the middle of September to the last day of April. Volunteers are needed to teach or help with classes, take registration, and put the calendar together.

406 VACATION BIBLE SCHOOL (VBS)

Vacation Bible School is for children from 3 – 12 years old (must be potty-trained). Classes are held the last full week of June from 9:00 – 11:30a.m., ending with the closing program on the last day. VBS is held in the Parish Life Center (PLC) on Columbine Drive. Volunteers are needed to help with the program, children, and refreshments. Duties include: planning and putting together the program, picking out appropriate songs that are easy and fun for the children, and making craft kits for the week.

407 CHILDREN’S RETREATS

Volunteers are needed to help lead these one-day retreats for students at St. Andrew Academy. They are held on Tuesdays from January through March at Saint Peter the Apostle. Participants reflect on a topic, spend time in prayer and reflection, and engage in community-building activities. They also participate in the sacrament of Reconciliation.

408 SCRIPTURE STUDY

Members of this group meet to reflect on the Sunday readings. They use *The Workbook for Lectors* and *Exploring the Sunday Readings*. The group meets at 1:30 p.m. in the Conference room at St. Peter on the second and fourth Wednesday of each month.

409 SUPPER CLUB

Supper Club is a recurring ministry of Faith Formation. The Faith Formation Committee chooses both a time to meet (3-4 times per year) and a topic of importance for the community. The Supper Club committee plans by inviting speakers, arranging for a catered meal, taking reservations, and preparing hospitality. Supper Club has a two-fold purpose: to provide catechesis in a one-time, independent session, and to allow for community building by giving parishioners an opportunity to share a meal together.

410 WOMEN'S RETREAT/DAY OF REFLECTION

The Women's Day of Reflection is a yearly specific activity of the women in Faith Formation. A morning includes a reflection on a topic that is specific to women (past topics have included a reflection on the Woman at the Well and on Women in Scripture). A speaker is chosen and a simple breakfast is served buffet style in the Parish Life Center.

411 MEN'S RETREAT/DAY OF REFLECTION

The Men's Day of Reflection is a yearly activity specifically for men of the parish. It is an opportunity to think about personal spirituality in a relaxed setting with other parish men who share values.

HISPANIC MINISTRIES

501 HISPANIC CHOIR

Centro Cristo Compañero Choir (CCC) is a Spanish-speaking group created to praise the Lord through popular Catholic songs in all of our Spanish or Bilingual celebrations. The Spanish Mass is every Sunday at 9:45a.m. The group meets to practice every Wednesday starting at 6:30p.m. in one of the conference rooms at St. Peter the Apostle Church. The members of the choir are not professional musicians, but volunteers who like to sing or play an instrument. If you would like to join the choir, you do not need to know how to read music. If you like to sing or play an instrument, and commit to practice with us, you are welcome to join us! It is also a good way to learn Spanish!

Coro Centro Cristo Compañero (CCC) es un grupo de habla hispana creado para alabar al Señor a través de canciones católicas populares en todas nuestras celebraciones en español o bilingües. La misa en español es todos los domingos a las 9:45 a.m. El grupo se reúne para practicar todos los miércoles a partir de las 6:30 p.m. en una de las salas de conferencias de la Iglesia de San Pedro El Apóstol. Los miembros del coro no son músicos profesionales, sino voluntarios a quienes les gusta cantar o tocar un instrumento. Para ser parte del coro, no necesitas saber leer música. Si te gusta cantar o tocar un

instrumento y te comprometes a practicar con nosotros, ¡puedes unirte a nosotros!
¡También es una buena manera de aprender español!

502 HISPANIC YOUTH GROUP

We are happy to finally have a Hispanic youth group! We meet twice a month—usually on Friday evenings. Our goal is to give the participating individuals the opportunity to learn more about our cultural roots, our faith, and how both elements unite. The youth enjoy coming and learning about many different topics and doing projects. We want the youth to feel that they are part of the church, that they matter, and that their actions are valued.

Estamos felices de tener finalmente un grupo juvenil. Nos reunimos dos veces al mes por lo general los viernes por la Tarde. Nuestro objetivo es de dar les la oportunidad de aprender más acerca de nuestras raíces culturales y aprender más sobre nuestra fe y cómo ambos elementos se unen. Los jóvenes disfrutan venir y asistir para aprender sobre diferentes temas y hacer proyectos. Queremos que los jóvenes sientan que son parte de la iglesia, que son un elemento importante y sus acciones son valoradas.

COMMUNITY OUTREACH

601 HEALTH MINISTRY (COMMUNION TO THE HOMEBOUND/NURSING HOME VISITS)

The Parish Health Ministry is dedicated to the health and well-being of all parishioners from cradle to grave, including physical, emotional, spiritual and educational support. The team consists of at least one nurse or other health care professional as well as any member willing to help meet the professional goals of the ministry. Activities include health assessment of the homebound, referral source for services available in the community, annual health fair, and coordination of spiritual needs of all homebound and nursing facilities in the region. St. Peter the Apostle serves residents at Essex, Ponder Creek, Brookdale, Symphony at Valley Farm, Park Terrace and Heart song Memory Care. Volunteers offer the Eucharist, listening ears, friendly smiles and kind words to those who cannot get out on their own. What better gift could you possibly give to God than to take Jesus to those who cannot independently come to Mass? Meetings are monthly but flexible based on activities.

602 RESPECT LIFE ACTIVITIES

Dedicated to sponsoring programs that support life issues, such as the Respect Life Walk, selling Roses on Mother's Day for the Pregnancy Resource Center, participating in the annual archdiocesan Mass; providing voter information, etc.

603 ST. VINCENT DE PAUL SOCIETY

Inspired by Gospel values, the Society of St. Vincent De Paul leads women and men to grow spiritually by offering person-to-person services to those who are needy and suffering. The group meets on the first Tuesday of the month at 7 p.m. in the Parish Life Center.

604 SOUTHWEST COMMUNITY MINISTRIES

Volunteers from the participating churches help with the food pantry.

605 WELCOME COMMITTEE

The Welcome Committee helps to receive new members into the parish by communicating with them, visiting with them, and providing them with welcome kits. The Welcome Committee also informs new members about the ministries offered at St. Peter the Apostle Church, as well as offers assistance to new arrivals.

606 Community Outreach Committee

This is a newly formed committee added in consultation with members of the community who provided feedback on Parish Ministries. The Community Outreach Committee would look for ways that our parish can be “of service to people in need, can advocate for justice in social structures, and call the entire church and other people of good will to do the same.” (Taken from Catholic Charities purpose statement). It would collaborate with agencies such as St. Vincent de Paul, Southwest Community Ministries, and Catholic Charities of Louisville.

ST. ANDREW ACADEMY

701 ATHLETICS

The Athletic Ministry supports all student athletics and meets at least four times a year to discuss athletic equipment needs, finances, facility needs, individual sporting season requirements, and plans for each upcoming season.

702 CAFETERIA VOLUNTEERS

Cafeteria volunteers assist in the school cafeteria of St. Andrew Academy. Typical hours run from 10:30 a.m. to approximately 12:30 p.m. Monday through Friday. Kitchen help involves serving the lunch line (putting food on trays) and possibly doing dishes. In the cafeteria, you would help the children with ketchup and salad dressings, open packs and milks, wipe tables, and sweep the floor.

703 PARENT/TEACHER ORGANIZATION

The PTA is a group of school parents that organize to help fund raise and contribute to the school.

704 ROOM PARENTS

Room parents at St. Andrew assist the teachers in planning events for their particular classroom.

705 SCHOOL BOARD

The school board assists the principal in management of the school. The following committees comprise the board: PTA, Marketing, Public relations, Volunteers, Technology, Curriculum, and Faith Life. The board meets once a month during the school year.

706 JAGUAR CLUB

The Jaguar Club is a group of individuals that support athletics and academics of the students of St. Andrew Academy. This is a new group which is not to replace the athletic department or the Parent Teacher Organization. This group's range of responsibilities includes volunteering to enhance experience for the students of St. Andrew.

707 CHURCH AND SCHOOL LIAISON

The Church and School Liaison group will serve as a bridge between the Church and the School to build cohesiveness into the organization. The purpose of this group is to bring students closer to Christ and to bring the congregation into alignment with the school and its mission.

COMMUNICATION

801 AUDIO VISUAL COMMITTEE

This committee operates the cameras and projection during masses. No prior knowledge is needed, just a desire to serve and an open mind to technology.

802 MARKETING

The marketing group will search out and develop strategies to promote Saint Peter the Apostle through all medium.

803 PHONE TREE

A phone tree is a quick and easy way to get important information out to the parish in a timely manner.

804 PARISH FACEBOOK PAGE

This ministry reaches out to our congregation and community through social media in order to inspire, inform and invite participation in the life and mission of St. Peter the Apostle. Periodic posts to Facebook include upcoming masses, holy days, events and announcements. A working knowledge of Facebook is helpful.

805 PARISH WEBSITE

The website of St. Peter the Apostle provides a wealth of information about the parish, including the availability of the sacraments, parish ministries, community outreach, faith formation, and much more. Parish announcements and the calendar are updated on a

weekly/monthly basis. This ministry involves managing the content of the website and posting relevant information regularly.

806 SCHOOL FACEBOOK PAGE

Volunteers are needed to administer and provide content for the official Facebook page of St. Andrew Academy. This ministry specifically reaches out to school parents and students. Periodic posts and pictures show the events and happenings at the school.

807 SCHOOL WEB SITE

The web page of St. Andrew Academy is used to communicate directly to school parents. This ministry involves managing the content of the page and posting relevant information.