


Stewardship of Service



St. John
THE Baptist
CATHOLIC PARISH

“Do something beautiful for God!”



Mindful of our baptismal calling, we reflect on the blessings He has lovingly bestowed on us. None of us is without a gift. St. Peter reminds us of that in his first letter when he writes in 4:10:

“Each one of you has received a special grace, so, like good stewards responsible for all these different graces of God, put yourself at the service of others.”

How can we put ourselves “at the service of others?” We are called to discern our gifts and asked to determine how we can use those gifts in the service of others in response to the graces given us by God.

The people of our parish have lovingly responded to their baptismal call and have volunteered countless hours in the many ministries within and outside of the parish. Our parish staff is immensely grateful for your stewardship. We could not do this without each of you.

Flip to the back of this booklet and you will find the Stewardship of Service commitment form. Consider how you will serve in our parish community this next year. Maybe you want to recommit your service to what you are currently doing? Maybe it is time to consider moving into another ministry? If you have never volunteered, prayerfully consider one area where your gifts might be of service. Whatever you decide, we appreciate your service. Please fill out the commitment form and return to the Parish Office.

2597 Glendale Avenue, Green Bay, WI 54313
sjbh.org | (920) 434-2145



OFFICE HOURS

Monday–Thursday 8:00 AM to 4:00 PM

PARISH STAFF

Pastor.....	Fr. Jim Lucas, ext. 211 Email: jlucas@sjbh.org
Deacons.....	Dcn. Manny Torres, (920) 336-1634 Email: dcnmartorres@sjbh.org Dcn. Nick Williams, (920) 494-5105
Business Administrator.....	Sarah Wulf, ext. 213 Email: swulf@sjbh.org
Pastoral Minister.....	Ruth Holloway, ext. 209 Email: rholloway@sjbh.org
Pastoral Ministry Assistant.....	Jenn Garcia, ext. 210 Email: jgarcia@sjbh.org
Coordinator of Liturgy & Music....	Paul Peot, ext. 232 Email: ppeot@sjbh.org
Facilitator of Holy Hour & Music..	Karen Buchinger Email: kbuchinger@sjbh.org
Director of Sacraments & Discipleship.....	Katie Westhoven, ext. 204 Email: kwesthoven@sjbh.org
Grade 6–8/Youth Evangelization...	Rob Sobieck, ext. 203 Email: rsobieck@sjbh.org
Faith Formation Gr. 1–5.....	Melissa Wagnitz, ext. 205 Email: mwagnitz@sjbh.org
Coordinator of First Sacraments..	Kylie Rogers Email: krogers@sjbh.org

Parish Office Staff

Parish Administrative Assistant.....	Ashley Prokash, ext. 201 Email: aprokash@sjbh.org
Business Administrative Assistant.....	Tracy McAllister, ext. TK Email: tmcallister@sjbh.org
Faith Formation Administrative Assistant...	Janel Aleson, ext. 206 Email: jaleson@sjbh.org
SCRIP/Cemetery.....	Lynn McKean, ext. 208 Email: lmckean@sjbh.org
Marketing & Communications.....	Kayla Taylor Email: ktaylor@sjbh.org

M A S S S C H E D U L E

Saturday.....4:30 PM

Sunday.....8:00 AM (live streamed) & 10:00 AM

Tuesday–Friday.....8:30 AM

Holy Days as announced

S A C R A M E N T A L I N F O R M A T I O N

Reconciliation

Saturday 9:30–10:30 AM

or by appointment

Baptisms

Second weekend of the month

Parents must be registered members of the parish and attend the Baptismal Class held the last Thursday of each month. Call the Parish Office at (920) 434-2145, ext. 201, to sign up for the class and to schedule your child's baptism.

Marriage

Must be a registered, practicing member of the parish. Call the Parish Office nine months before your wedding date to begin marriage preparations.

Sacrament of the Sick

Individually, by appointment, or communally as announced.

New Member Registration

First Tuesday of the month (when announced) at 6:30 PM in the Fireplace Room in the church. Third Sunday of the month (when announced) after Masses. Call Ruth for a private registration (920) 434-2145, ext. 209, or email her at rholloway@sjbh.org

New Member Luncheons are held biannually.

S T. J O H N T H E B A P T I S T S C H O O L

2561 Glendale Avenue, Green Bay, WI 54313

Preschool through 8th Grade

Principal..... Dana Vance (920) 434-3822, ext. 223
Email: dvance@gracesystem.org

Administrative Assistant...Melissa Hollihan (920) 434-3822, ext. 221
Email: mhollihan@gracesystem.org

Office Hours.....7:30–3:30 Monday–Friday

School Website.....www.sjbhschool.org

Fax.....(920) 434-5016

If your interest falls under any of the following areas, you may consider one of the ministries listed under that area.

Additional information for each ministry on following pages.

Administrative Work

- SCRIP sales
- Taking minutes at committee meetings

Artistic Talent

- Art and Environment—Church
- Graphic Design
- Green Bay Mission Support
- Photography
- Plant Care (inside church)
- Prayer Shawl Ministry

Craftsmanship

- Buildings and Grounds Committee
- Carpentry
- Electrical
- Grounds Beautification/Gardening
- Masonry
- Plumbing

Helping Others

- Babysitting Volunteer for Parish Events*
- Baker for Parish or Youth Events
- Catholic Women/Christian Mothers
- Children's Busy Bags
- Coach Sports Team—School*
- Green Bay Mission Support
- Laundry Love with Helping Hands*
- Library Volunteer—School*
- Lunchroom Volunteer—School*
- Before/After School Supervision*
- Communion to Assisted Living*
- Communion to the Sick and Homebound*
- Funeral Luncheon
- Greeter
- Health and Wellness
- Helping Hands
- Knights of Columbus
- Noon Playground Supervisor*
- Prayer Shawl Ministry
- RCIA Sponsor
- Social Concerns Committee
- Youth Ministry Speaker*

Hospitality

- Greeter
- Helping Hands*
- Usher
- Forerunners Team

IT/Technology

- Audio/Visual
- IT Support

Leadership

- Bible Study Facilitator
- Booster Club—School*
- Buildings and Grounds Committee
- Churchtime Leader*
- Coach Sports Team—School*
- Finance Committee
- Forerunners Team
- Pastoral Council
- Parish Trustee
- Site Advisory Committee—School*
- Adult Small Group Facilitator
- Youth Ministry—Adult Volunteer*

Mass Ministries

- Altar Server
- Art and Environment—Church
- Extraordinary Ministers of the Eucharist
- Greeter
- Lector
- Usher

Music Ministry

- Children's Choir
- Instrumentalist
- Living Waters Choir
- Men's Choir
- Pianist
- Resurrection Choir (Funeral Choir)
- Small Group Singer
- Youth Choir

Prayer

- 31 Club
- Altar Server
- Communion to Assisted Living*
- Communion to the Sick and Homebound*
- Extraordinary Ministers of the Eucharist
- Lector
- Prayer Shawl Ministry
- Christ Renews His Parish Welcome Weekend
- That Man Is You
- Women's Bible Study

*Must be VIRTUS Trained

If your interest falls under any of the following areas, you may consider one of the ministries listed under that area.

Additional information for each ministry on following pages.

Serving the Community

- Feed My Starving Children
- Green Bay Mission Support
- Health and Wellness
- Laundry Love with Helping Hands*
- Social Concerns Committee

Sharing Your Faith

- 31 Club
- Bible Study Leader
- Churchtime Leader*
- Churchtime Volunteer*
- Communion to Assisted Living*
- Communion to the Sick & Homebound*
- Faith Formation Catechist/Mentor*
- RCIA Sponsor
- Serenity Bereavement Group
- Adult Small Group Facilitator
- That Man Is You
- Christ Renews His Parish Welcome Weekend
- Women's Bible Study
- Youth Ministry—Adult Volunteer*

Teaching and Instruction

- Bible Study Facilitator
- Faith Formation Catechist/Mentor*
- Faith Formation Catechist Aide*
- Faith Formation Catechist Substitute*
- Churchtime Leader*
- Churchtime Volunteer*
- Library Volunteer—School*
- Christ Renews His Parish Welcome Weekend
- Youth Ministry Adult Volunteer*

SERVICE MINISTRIES

31 Club

This group's purpose is to develop an awareness of the need for more priests and how special it would be to have one from St. John the Baptist. You may sign up in the church narthex. This group attends an additional Mass each month with the sole purpose of praying for vocations. There are no regular meetings. All are welcome to join.

Administrative Help

A great opportunity to learn more about a committee or council is to take the minutes/notes for the monthly meeting.

Adult Small Group Facilitator

Our small group facilitators make it possible for everyone who attends one of our parish programs to have a positive experience with small groups. Small group facilitators work with small groups of 8–10 people and lead them through the group discussion questions.

Small group facilitators have the following strengths:

- A positive and encouraging demeanor
- A willingness to learn from and with others
- Deep listening skills
- Comfort with many different types of diversity
- Ability to adhere to timelines and specific instructions

Altar Server

Altar servers must have received their First Eucharist and are in 4th grade or above, possess a respect for worship, an ability to learn procedures, and assist at Mass.

Art and Environment Ministry

Help decorate the church for liturgical seasons. You will be contacted regarding dates and times.

Babysitting Volunteer*

Volunteer to babysit during parish events. If you are over 18, VIRTUS training is required.

Bakers for New Members and Parish Events

Bakers donate two plates of homemade bakery throughout the year. Contacted on a rotating basis.

Bible Study Leader

This requires a willingness to organize and facilitate Bible study. Books or video series are chosen that fit a leader's comfort level with Scripture. Studies are either seasonal or year-round programs.

*Must be VIRTUS trained

SERVICE MINISTRIES

Booster Club

This group supports the physical activities for students and parishioners, including the school's physical education program and extracurricular sports program. Help is needed for fundraising, coaching, and other activities at games.

Buildings and Grounds Committee

Use your knowledge of construction, electrical, plumbing, or building trades to help maintain the campus. The committee meets monthly for two hours. Other work depends on the project and the time you have available.

Catholic Women/Christian Mothers

The Catholic Women/Christian Mothers serve the parish by donating money for special parish projects with money raised from bake sales, their annual Spring Get-Away, and working at the St. Vincent de Paul store. They launder altar linens, lead the rosary at Cardinal Ridge and Tender Hearts Assisted Living facilities, have a prayer chain for the parish, offer Masses for their deceased members and Right to Life, and organize and participate in the May Crowning.

Children's Busy Bags

The Children's Busy Bags are a great success! But we need help maintaining them each week. Would you have 30-45 minutes after 10:00 AM Mass or on a Monday morning following the weekend? We will show you what needs to be done.

Children's Summer Programming Volunteer*

St. John's encourages families to stay involved in their faith over the summer. We offer one-day and week-long authentically Catholic children's programs that include educational lessons, activities, games, crafts, snacks, songs, and fun! We need adult and youth volunteers at the various stations to make the programs run smoothly.

Christ Renews His Parish Welcome Weekend

This experience brings participants together as a Christian community and is centered on sacrament with a clear focus on the Gospel. The weekend provides parish renewal, furthering conversion and community, ministry and prayer, healing and holiness, spiritual growth, and Gospel service.

Churchtime Leader*

Share your faith with 4-year-olds through first graders on Sunday mornings during the 10:00 AM Mass. Lesson plans and guidance are provided. This ministry involves one hour per week on a rotating schedule.

*Must be VIRTUS trained

SERVICE MINISTRIES

Churchtime Youth Volunteer

An excellent opportunity for parish youth (6th graders and older) to earn service hours and help with Churchtime during the 10:00 AM Sunday Liturgy.

Communion to Assisted-Living Facilities*

This ministry requires a person with compassion, understanding, and a deep respect for people to bring the Word of God and Eucharist to residents. A training program and VIRTUS training are required. Visits are done on Sunday mornings to the local community-based residential facilities on a rotating schedule.

Communion to the Sick & Homebound*

For this ministry you need a love and reverence for the Eucharist, a deep respect for people, and the ability to listen. A car is a necessity. Visits are done monthly to the homebound.

Extraordinary Minister of the Eucharist

Help distribute the consecrated body and blood of Christ at Mass. Must have received the Sacrament of Confirmation.

Faith Formation Catechist*

Catechists teach a specific grade level (1st–5th grade) for Faith Formation during the school year on Wednesday evenings from 6:00 to 7:15 PM
Lesson plans, materials, in-service sessions, and guidance are provided.

Faith Formation Catechist Aide*

Aides assist the catechist in sharing faith and may lead activities. Lesson plans, in-service sessions, and guidance are provided.

Faith Formation Catechist Substitute*

Substitutes teach when an assigned catechist is unable to fulfill the commitment.

Faith Formation Hall Assistant*

Adults who are willing to monitor the halls, step into a classroom if needed, perform basic first aid, and complete projects as needed when there is free time.

Faith Formation Mentor for Middle School and High School Confirmation*

Lead students in small group discussions on a weekly basis on either Wednesdays 6–7:15 PM for Middle School (Grades 6–8) or Sundays (see below) for Confirmation. Adults with general knowledge of the Catholic faith needed. Training provided. Ability and desire to work with teens and uphold rules of meetings.

- Confirmation Year I and II: Sunday evenings 5–6:30 PM or 7–8:30 PM
- Confirmation Year III: Sundays 10:00 Mass until 12:30 PM

*Must be VIRTUS trained

SERVICE MINISTRIES

Finance Council Member

This appointed committee oversees the finances of the parish. They meet on the fourth Thursday of the month.

Forerunners Team

Named after our patron, the "Forerunner" St. John the Baptist, this team focuses on hospitality, faith formation, and stewardship to foster a culture of missionary discipleship at our parish. This group plans and coordinates a variety of parish events, programs, and activities throughout the year.

Funeral Luncheon Volunteer

Help set up and clean up for funeral meals held at St. John's. Meals are catered. Volunteers are on a rotating list to limit the number of times a volunteer is called. Each funeral takes about three hours.

Green Bay Mission Support

This group meets on Tuesday and Thursday mornings at the Parish Office. The group does various mission activities for Third World countries such as sewing, sorting donated medical supplies, rolling bandages, etc. Some members work from home.

Greeter

This ministry needs individuals, couples, and families to welcome all who enter our church doors before weekend Masses and special events. This is an "easy to do" ministry that only requires 30 extra minutes before Mass. This is a great ministry to get your children involved in!

Health and Wellness

This is a great way for anyone working in health care to give back to the parish community. Our committee feels we need to help keep our parishioners healthy so they can do God's work. We do not have regular scheduled meetings. We provide blood-pressure screening with compassionate listening every second weekend of the month before and after Masses.

Helping Hands*

Assist parish members needing help during times of illness or other challenges in the areas of transportation and meals. Some examples include rides to church, doctor's appointments and grocery runs and meals for those recovering from surgery or other medical problems. If you volunteer for transportation, you need a valid driver's license and proof of insurance. Scheduling and planning are done via email or phone. Volunteers set their own schedule of availability.

*Must be VIRTUS trained

SERVICE MINISTRIES

Knights of Columbus Council 6279

The Knights of Columbus Council 6279 is a fraternal group of 150 Catholic men who give of their time and talent to better the community. Efforts include high school scholarships, donations to the handicapped and disabled, numerous youth contests, Bingo at parish gatherings, highway cleanup, and participation in the Howard Christmas parade. The group's mission is charity, community, and fraternity.

Laundry Love with Helping Hands

St. John's and Laundry Love with Helping Hands team up to host a quarterly neighborhood event for individuals and families needing help with laundry. Volunteers are needed to help with the washers and dryers, monetary donations, laundry detergent, dryer sheets, and snacks.

Lector

Proclaim the readings from Scripture at Mass.

Music Ministry

Children's Choir

Composed of students from all schools in grades 2–8. Weekly rehearsals during the school year are on Tuesdays from 3:20–4:30 PM.

Instrumentalists & Pianist

For anyone interested in playing a musical instrument at St. John's.

Joyful Noise

A contemporary choir that practices as needed.

Living Waters Choir

A large choir that sings four-part harmony. They practice on Tuesdays from 7:15–8:30 PM and sing at Mass once a month.

Men's Choir

An adult male choir that sings at Mass once a month. They practice on Tuesdays from 6:00–7:15 PM.

Resurrection (Funeral) Choir

Requires availability during the week or on Saturday on a rotational basis to sing at funeral Masses.

Small Group Singer

Varies. There are multiple opportunities to become a member of one of these groups.

Youth Choir

Grades 7–12 use their gifts to praise God in song.

SERVICE MINISTRIES

Parish Trustee

This is an elected position of parish leadership. It requires attendance at either Pastoral Council (2nd Thursday of the month) or Finance Council (4th Thursday of the month).

Pastoral Council Member

This position serves as an advisor to the Pastor and requires discernment and concern about the parish. This committee meets on the second Thursday of the month.

Prayer Shawl Ministry

Care, prayer, and the love of knitting or crocheting have been combined into this ministry that reaches out to those in need of comfort. When participants gather, they bring their project to work on as they share stories of their shawls, exchange patterns, and bless the finished shawls brought in that month. If you cannot make the meetings, your finished shawls can be dropped off at the Parish Office.

RCIA Sponsors

A sponsor is a practicing Catholic who agrees to mentor and share faith with a non-Catholic who is considering membership in the Catholic Church.

SCRIP Sales

Help sell SCRIP 30 minutes before and after Saturday 4:30 PM Mass or on Sunday from 9–10:00 AM. You can sign up to sell SCRIP at the Mass you attend or for the whole weekend. Scheduling will be done via Sign Up Genius.

Serenity Bereavement Support Group

Gather with others who have lost a parent, spouse, sibling, or other loved one and share feelings, ideas, and experiences to foster healing and understanding while coping with grief.

Sisters of the Heart Prayer Ministry

Each Tuesday morning following Mass, this group of women meet in the Fireplace Room to pray intercessory prayer.

Site Advisory Council*

This council serves as an important parent and parish member body for feedback and consultation for the St. John the Baptist School Principal, the GRACE System President, and the GRACE Council of Trustees. SAC's primary responsibility is to meet site-based fundraising requirements. All matters, activities, and decisions will be aligned with St. John the Baptist School's mission statement and vision. The Council meets once a month.

*Must be VIRTUS trained

SERVICE MINISTRIES

Social Concerns Committee

This committee helps the parish care for the poor, hurting, and homebound. We also work to assist parish members to become more aware of social issues that affect our community. You can become a member of the committee or volunteer for a service area. Monthly meetings are on the third Tuesday of the month from 6:30–8:00 PM.

St. John's Prayer Ministry

Would you like to pray with and for others? After each Mass on the third weekend of the month, Prayer Ministers will be available in the Eucharistic Chapel to pray for the needs of the people. Individuals are invited to come and have the Prayer Ministers pray with and for them. Prayer Ministers are scheduled on a rotating basis.

St. John the Baptist Garden Angels

Assist with taking care of a portion of our outdoor plantings around the Ministry Center, Church, woods, and Duck Creek Cemetery. If you love to garden, this is an opportunity to put your skills to use. We also need people to weed.

St. John the Baptist School

- Before/After School Supervision*
- Coach Sports Team*
- Library Volunteer*
- Lunchroom Volunteer*
- Noon Playground Supervisor*

St. John the Evangelist Homeless Shelter Donations / Volunteer

Volunteer at the shelter during the day or evening: cleaning, doing laundry, sorting donations, office work, maintenance, pickups. Volunteers are also needed to work with guests in the evenings. Consider donating items from their wish list or working with a group to prepare a meal. **Contact the homeless shelter directly** at (920) 436-9344.

St. Vincent de Paul Conference

The volunteers of this Catholic lay organization focus on those in need. They provide monetary assistance with rent and utilities, clothing, household items vouchers, and mentorship. St. John's Conference meets once a month.

That Man Is You

Are you looking to deepen your relationship with God? Want to be a better husband? A more loving father? Build friendships with other like-minded men of our parish? Are you seeking to be the best man you can be? Join us on Thursday mornings, 6–7:30 AM in the Narthex.

SERVICE MINISTRIES

Ushers

Greet and assist parishioners with seating, collection, and Communion procession.

Women's Bible Study

A thirst for Scripture brings women together to discuss, share, and learn how Scripture plays a role in our everyday lives. Groups meet on various days.

Youth Ministry Adult Volunteer*

Help us with monthly youth events in various roles of assistance. Training is provided. Time commitment varies and opportunities include Middle School Activity Nights, High School Activity Nights. Volunteer opportunities for both age groups, High School Bible Study, and more!

Skills / Talents / Interests

Please note on the form if you have skills or talents that you are willing to share in any of these areas:

- Carpentry
- Electrical
- Gardening
- Graphic Design
- Masonry
- Office Support
- Photography
- Plant Care (inside Church)
- Plumbing
- Technology—Audiovisual (run screens)
- Technology—Audiovisual (run sound system)
- Technology—Computer/IT Support
- Videos—Creating for variety of ministries
- Other

Community-Service Commitment 2023-2024

Please PRINT

Name:	Phone #:	Cell #:
Address:	Email:	

DIRECTIONS: Print first name(s) in each selected ministry / organization. If continuing, please return this form as well. RETURN completed forms to the Parish Office. Refer to the booklet or visit our website at sjbh.org for ministry descriptions. **Note: Only NEW ministries will be contacted by staff.**

Ministry / Organization	Family Member FIRST Name	New	Continue	Leave
31 Club				
Administrative Help—Taking minutes				
Adult Small Group Facilitator				
Altar Server				
Art and Environment Ministry				
Babysitting Volunteer*				
Baker for New Members & Parish Events				
Bible Study Leaders				
Booster Club				
Buildings and Grounds Committee				
Catholic Women/Christian Mothers				
Children’s Busy Bags				
Children’s Summer Programming Volunteer*				
Christ Renews His Parish Welcome Weekend				
Churchtime Leader* 10:00 AM				
Churchtime Youth Volunteer 10:00 AM				
Communion to Assisted-Living Facilities*				
Communion to Sick & Homebound*				
Extraordinary Minister of the Eucharist 4:30 PM				
Extraordinary Minister of the Eucharist 8:00 AM				
Extraordinary Minister of the Eucharist 10:00 AM				
Faith Formation Catechist/Mentor* (Circle grade level(s): 1–5, 6–8, High School)				
Faith Formation Catechist Aide*				
Faith Formation Catechist Substitute*				
Faith Formation Hall Assistant*				
Finance Council Member				
Forerunners Team				
Funeral Luncheon Volunteer				
Green Bay Mission Support				
Greeter— Circle time(s): 4:30 PM, 8:00 AM, or 10:00 AM				

*Must be VIRTUS trained

Ministry / Organization	Family Member FIRST Name	New	Continue	Leave
Health and Wellness Committee				
Helping Hands*				
Knights of Columbus 6279				
Laundry Love with Helping Hands*				
Lector— Circle time(s): 4:30 PM, 8:00 AM, or 10:00 AM				
Music Ministry—Children's Choir				
Music Ministry—Instrumentalist or Pianist (circle)				
Music Ministry—Joyful Noise				
Music Ministry—Living Waters Choir				
Music Ministry—Men's Choir				
Music Ministry—Resurrection Choir				
Music Ministry—Small Group Singer				
Music Ministry—Youth Choir				
Parish Trustee				
Pastoral Council Member				
Prayer Shawl Ministry				
RCIA Sponsor				
SCRIP Sales				
Serenity Bereavement Group				
Sisters of the Heart Prayer Ministry				
Site Advisory Council*				
Social Concerns Committee				
St. John's Prayer Ministry				
St. John the Baptist Garden Angels				
St. John the Baptist School:				
Before/After School Supervision*				
Coach Sports Team*				
Library Volunteer*				
Lunchroom Volunteer*				
Noon Playground Supervisor*				
St. John the Evangelist Homeless Shelter Donations / Volunteer				
St. Vincent de Paul Conference				
That Man Is You				
Usher— Circle time(s): 4:30 PM, 8:00 AM, or 10:00 AM				
Women's Bible Study				
Youth Ministry—Adult Volunteer*				
Skills / Talents / Interests: Please circle				
Carpentry / Electrical / Masonry / Plumbing				
Graphic Design /Artist / Photography				
Grounds Beautification / Gardening				
Office Support				
Technology / Audio Visual / Videos				

*Must be VIRTUS trained