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The Church of the Holy Spirit community is blessed with hundreds of people of all ages who give generously of their time and talent in volunteer ministry. At its core, volunteer ministry is about extending the life of Holy Spirit...reaching out to serve one another; extending ourselves to serve our community and the larger world; opening ourselves in hospitality to all; and participating more fully in the Holy Spirit’s life among us. God gives us everything we have and are, and calls us to share these gifts. Our saying “yes” to volunteer ministry is our saying “yes” to God’s gifts and using them to build the kingdom of God.

We invite you to take time to reflect on God’s gifts of time and talent to you, and consider, in gratitude, ways to share them through our ministries. Following are brief descriptions of the variety of possibilities we offer in our parish community. Whether you have a little or a lot of time, and whatever your talents, we welcome you to participate.

Contact the parish office or visit the website for more information and/or to connect with a parish staff member or volunteer leader to begin your service.
Holy Spirit Parish Leadership Ministries

Pastoral Council
focuses, guides and monitors the pastoral ministry of the parish as a whole in consultation with the pastor. This includes long and short-range planning for the parish.

Finance Council
focuses, guides and monitors the property and financial ministries for the parish in consultation with the pastor. This may include consultation in the legal and personnel areas.

Stewardship Committee
focuses on stewardship formation and the annual renewal of stewardship. This committee is fundamental for supporting the on-going formation and commitment of parishioners in the giving of their time, talent and treasure.

Building and Grounds Committee
works with the Parish Business Administrator and church maintenance staff on the care, maintenance and safety of the church and school buildings and grounds. The committee recommends and prioritizes needed repairs and improvements, replacement of equipment and oversees volunteer led projects.

School Advisory Council
assists in focusing and guiding the school ministry and serves in an advisory capacity to the principal.

Photo by Roger Rich
Worship Ministries

Eucharistic Adoration Adorers
highlight the presence of Our Lord in the Eucharist. Adorers sign up for a specific hour or simply drop by whenever convenient for personal prayer before the Blessed Sacrament.

Altar Servers
assist the priest at Mass, carry the cross in the entrance procession, present the water and wine for Consecration and help in preparations for the Liturgy of the Eucharist. This ministry is open to students in fifth through eighth grades.

Eucharistic Ministers
assist in the distribution of the precious Body and Blood of Jesus Christ. Eucharistic Ministers are trained and their service is blessed by the pastor, who commissions them for this special service.

Funeral Servers
serve at funerals and assist in commending our beloved departed to God through serving and assisting the presider during the service.

Lectors
proclaim the Word of God in the first and second readings at Mass. Lectors also lead the Prayers of the Faithful at each liturgy.

Sacristans
assist in the preparation of the worship space for the Liturgy. Sacristans take care of and prepare the sacred vessels for Mass and other liturgical occasions, light the candles and are attentive to the cleaning of vessels at the end of the liturgy.

Ushers/Greeters
welcome and help people feel comfortable in church. They take up the collection, hand out the parish bulletins and are available for assistance during Mass.
Music Ministry

Choir
members serve God and the community through sung prayer. There are several choirs at Holy Spirit: Traditional Choir, Contemporary Choir and Children’s Choir (for students in grades 2-8). The Resurrection Choir provides music for funerals.

Religious Formation Ministries

Aquinas Library
The Aquinas Library has over 1,000 books, magazines, CDs and DVDs. It is open whenever the church is open and materials can always be checked out. Subjects from art and literature, to God and grief, to scripture and sacraments are covered. Volunteers are needed to organize and reshelve items.

Catechists
help children and youth (grades K-8) learn about and grow in faith. They help prepare children for First Reconciliation, First Eucharist and Confirmation. Catechists also serve as sponsors to presenters by assisting adults in the Christian Initiation process.

Liturgy of the Word
recruit and schedule high school youth to be prayer leaders who lead school-age children in prayer and worship by proclaiming God’s Word and helping children connect it to their lives. The Sunday Coordinator oversees the Liturgy of the Word for Children on Sunday morning.
**Summer Stretch**
leaders are young adults who have completed their first year of high school. They lead small groups each day during the service experiences, pray and eat with them and assist the director in ensuring all participants are accounted for at all times. Chaperones are volunteers who are 21 years or older who assist with supervision. They are present at sites to help ensure the overall safety and well-being of the group.

**Youth Leaders**
provide opportunities for teens in the parish to gather in friendship and spirituality at faith-filled social events.

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**School Ministries**

**Art Adventure**
provides instruction to students according to the Art Adventure format provided by the Minneapolis Institute of Art. Volunteers work with students at different grade levels during January.

**Athletic Coaches**
work with middle school athletic teams in a variety of sports—soccer, volleyball, track, basketball, softball, baseball and swimming.

**Band-aid Brigade**
volunteers staff the Nurse’s Office during lunch (from 11:30 a.m. - 1 p.m.) to care for ill or injured students.

**Classroom Volunteers**
support teachers or specific students.

**Home Room Parent Representatives**
create better communication between home and school. They serve as contacts for the PTA.

**Lunch Servers**
help lunch staff serve hot lunches, assist students and assist with general kitchen clean-up.
Night of Spirit Planning Committee
members plan and carry out all activities that create “A Night of Spirit,” the largest fundraiser to benefit the Holy Spirit community. The committee has a number of volunteer opportunities—decorations and auction display, check-in and registration, table closers, entertainment, check-out help, take-down and set-up.

Office Helpers
provide support to the office staff by answering phones, attending to the needs of students and completing clerical tasks for the school and parish.

Parent Teacher Association
assists in planning and implementing various community-based activities such as pizza nights, movie nights, the used uniform sale, communication with parents, etc. Volunteers organize the back-to-school used uniform sale.

Playground Supervisors
assist staff in supervising students during recess.

Scholastic Book Fair
volunteers help set up, staff and clean-up for the book fair that is usually held in the fall.

School Marketing Committee
assists in planning and implementing activities designed to recruit new students and families to Holy Spirit School.

School Play
volunteers assist in the production of the annual school play. There are many varied opportunities to help: costume design and creation, set design and the supervision of students.

Thursday Helpers
assist teachers by preparing classroom materials—copying, laminating, cutting and assembling teaching materials.
Parish Outreach Ministries

Coffee & Donut Sunday Coordinators
plan and set-up hospitality in Howley Hall on the first and third Sundays after the 8:30 a.m. and 10:30 a.m. Masses.

Dorothy Day
volunteers serve meals to the needy and homeless at the Dorothy Day Center in downtown Saint Paul one Thursday a month.

Grief Ministers
embody God’s love and compassion for those who are nearing the end of their earthly journey. Ministers offer support and resources to those who have already experienced loss of all kinds.

Habitat for Humanity
volunteers provide permanent housing for those in need. Volunteers help for several weeks in the summer with onsite work, financial support and meal preparation.

Men’s Club
promotes fellowship among men in the parish and sponsors parish programs and events—the Men’s Softball teams, Turkey Bingo, and the Annual Christmas Tree Sale.

Ramsey Family Service Center
volunteers serve lunch to residents at the Maplewood location on the second Sunday of each month. Shifts are from 11 a.m. - 1:30 p.m.

Spirit Fest
volunteers help plan the annual parish celebration. They help organize, set-up and host activities for the fall festival that celebrates the Holy Spirit community with food, fellowship, and fireworks.

Women of Holy Spirit
unites the women of the parish, promotes personal and spiritual growth and provides a context for their service programs.

Funeral Luncheon Servers
provide lunch after funerals for families and friends of the deceased. Volunteers set-up, serve and clean-up following the luncheon.

Quilters
create quilts for patients in local hospitals and pray for parishioners in need.
Volunteer Requirements
All volunteers at Holy Spirit Church and School are required
to complete the Essential 3:
• a signed copy of the Archdiocesan Code of Conduct for
  volunteers;
• a background check;
• a record of attending a VIRTUS session.

Volunteers complete these documents online at virtus.org.
Make sure to indicate Holy Spirit as your primary
location when setting up your account.

Photo by Roger Rich
Jesus, send forth your Spirit. Reveal yourself to us. Show us the love of the Father. Give us the Joy of encountering you and remaining in that love. Come, Holy Spirit, fill our hearts! Come, Holy Spirit, fill our hearts! Come, Holy Spirit, fill our hearts!
Mission Statement
Holy Spirit Catholic community enkindles the fire of God’s love in our lives through worship, discipleship and service.