



Stewardship  
*A way of living*



*Sacred Heart Catholic Church*  
*419 Poplar*  
*Halstead, KS 67056*

## Welcome

Whatever your particular strengths, gifts, interests, passions, abilities or time limitations, we have a place for you! You have been uniquely created to serve our Lord Jesus. We hope the information contained in this booklet provides what you need to discover the joy of serving Him in our Sacred Heart Parish community and beyond.

### How Do I Choose Where To Serve?

We want to do everything we can to support you in discovering a place of joyful service that fits your unique God-given gifts.

This booklet lists service opportunities, with a brief description and contact information in case you have further questions.

Steps to take:

1. **Pray.** Ask the Holy Spirit to guide you in your choice.
2. **Reflect.** Do a self assessment of your gifts.- What are my talents and skills? What are my gifts?
3. **Review** this guide.
4. **Schedule** time to serve God.
5. **Complete** the stewardship renewal form, return it to the parish office and someone from our Stewardship Council will contact you.

### The Four Pillars of Parish Stewardship



The four pillars of stewardship- **Hospitality, Prayer, Formation** and **Service** invite parishioners to experience, witness and live the stewardship way of life in response to their baptismal call to discipleship.

Individually, each baptized person is called to give of time, talent, and treasure to strengthen these four pillars that support the parish community. By making our parishes places of hospitality, prayer, formation and service, we provide greater opportunities for the sharing of time, talent and treasure.

## Hospitality & Parish Life

*Promoting a culture of hospitality throughout the parish.*

*"When I was a stranger you welcomed me."*

*Matthew 25:33*

### **Hospitality:**

#### Hospitality/ Welcoming Committee

*Layla Nightingale 620-727-5322*

This committee welcomes, visits, and provides information to new parishioners. Activities may include attending a monthly parish breakfast to welcome newcomers. Seeks to make everyone feel welcome including disabled and handicapped.

#### Rides to Mass

*Layla Nightingale 620-727-5322*

Provide rides to parishioners unable to drive or those without transportation.

#### Funeral Dinners

*Carol Denno and Nina Wendling 316-835-3149*

A funeral luncheon is provided by the Sacred Heart Altar Society for family and friends of deceased parishioners. Assistance is needed to prepare and serve the funeral luncheons (make foods).

#### Refreshments

*Layla Nightingale 620-727-5322*

Provide refreshments periodically throughout the year as needed. Events might include RCIA classes, PSR activities, and/or Totus Tuus classes.

### **Parish Life:**

#### Altar Society

*Cheryl McCart 316-835-2495*

Every adult woman who becomes a member of Sacred Heart parish automatically becomes a member of the Altar Society. The purpose of the Altar Society is to provide for the needs of the Altar, the church, and to assist the pastor in any way he may need help. Meets every 2<sup>nd</sup> Wednesday of the month after attending mass at 7 P.M.

### **Italian Dinner**

Altar Society and *JoLe Hudson* 316-830-2397

The Italian dinner is the Altar Society's major fund raising event. The Italian dinner is held the Saturday before Valentine's Day. Assistance is needed with planning the event, set up, cooking, decorations, serving, clean up, etc.

### **Knights of Columbus**

*Leroy Ewy*, Grand Knight 316-835-2145

K of C is for Catholic men 18 and older. It is dedicated to the principles of charity, unity, fraternity, and patriotism. The K of C supports the church, family, youth, and local community to make life better in the parish and community. Some of the K of C activities at Sacred Heart include the annual Tootsie Roll drive for the intellectually disabled, parish breakfast on Sunday before PSR, and serving the Italian Dinner.

### **Sacred Heart Family Feast Day Parish Picnic**

Pastoral Council

This is a community gathering to celebrate parish life. Pastoral council sponsor the event and welcomes volunteers to assist with planning, cooking, and clean up.

### **Little Flowers of the Holy Altar**

*Tessa Albert* and *Mary Anne Myers* 316-835-2522

We are a group of young girls and young women grades 3-12 that meet the 1st Sunday of the month starting in September from 11 am-2pm. We will be sewing prayer blankets for the sick and shut-ins of our parish. We provide care for the Altar including candles and altar cloths.

## Prayer & Liturgical Ministries

### **Prayer:**

#### **Eucharistic Adoration**

*Amy Gerber*, Coordinator 316-772-7363

Perpetual Adoration began at Sacred Heart in 2013. The Blessed Sacrament is exposed 24 hours a day, from 12 pm on Sundays to 11 pm on Wednesdays except during Mass on Mondays and Tuesdays so that adorers are free to attend Mass. The chapel is open to everyone during Perpetual Adoration time for any length of time. Individuals and families can commit to one hour each week on an ongoing basis, or two or more families/persons may share an hour if a weekly commitment is not possible. Names can also be added to the substitute list.

#### **Prayer Chain**

Contact Persons: *Mary Adams* 316-835-2577 and *Vivian Talbott* 316-835-2816

The prayer chain is comprised of a group of parishioners who volunteer to offer individual prayers for specific requests of our parishioners. You can place a prayer request by calling the contact person or by calling the Parish Office. Join the Prayer Chain and pray for the intentions of fellow Parishioners.

#### **Rosary Leaders**

Contact: Parish Secretary

Individuals or families volunteer to lead the rosary prior to Masses when scheduled.

Commitment: Typically one weekend Mass per month. The individual family chooses which of the three weekend Masses to be scheduled.

#### **Vocations**

Promoting and supporting vocations to the priesthood and the religious life is to help the future of the church and parish.

## **Liturgical Ministries:**

### **Greeters, Ushers, Gift Bearers**

Contact: Parish Secretary

Greet worshipers as they arrive for Mass, assist them to their seats when needed, be alert to their needs, and gather the offertory collection at Mass. Be at the church entrance 20 minutes before Mass on special occasions to greet and welcome parishioners and guests. Commitment: Weekend Masses as often as available.

### **Lectors**

By lecturing at Mass, the lector proclaims the Word of God to His people, and offers prayers of petitions on their behalf. Commitment: One weekend Mass approximately once a month.

### **Altar Servers**

*Judy Brown, Scheduler 620-899-0864 Joe Gerber 316-772-7363*

Altar Servers (4th–8th Grade Boys) Assist the pastor with Mass after being properly trained. Commitment: Weekend Masses approximately twice a month.

### **Music Coordinator**

*Joann Bergkamp 620-463-2242*

### **Cantor**

*Joann Bergkamp 620-463-2242*

We have the opportunity for you to sing! Please help the Mass to be as beautiful as possible by leading the singing parts of the liturgy.

### **Choir**

*Joann Bergkamp 620-463-2242*

Individuals lend their voices in song to enhance the music of Mass throughout the year.

### **Organist**

*Joann Bergkamp 620-463-2242*

Share your musical talents by playing the organ at Mass. Commitment: As needed

## Formation

### **Adult Bible Study**

*Robin Lamb* – 316-772-1168

Where do we find it in the Bible? Deepen your Catholic faith as we journey through the Bible. First and Third Wednesday of each month at 7:30 p.m.

### **Catholic Book Reading Club**

*Cheryl McCart* 316-835-2495

This is an informal gathering of parishioners who are interested in furthering personal knowledge and understanding of their faith through the study of current Catholic literature. Led by lay persons of the church.

### **Natural Family Planning (NFP) Instructor**

*Rob and Charisse Tierney*, St. Mary's Newton 316-283-1414

Teaching safe, effective and morally acceptable alternatives to birth control. Training provided through the Catholic Diocese of Wichita.

NFP instructor needed for Sacred Heart.

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

*Fr. Kline* 316-835-2173

An inquiry program for people interested in learning more about the Catholic Faith. Those who wish to continue beyond inquiry program and become Roman Catholic, form a small community who make the faith journey together and normally receive the Sacraments of Initiation at the Easter Vigil Mass.

**RCIA Catechist** – Assist the pastor in teaching classes to those interested in becoming Catholic.

**RCIA Sponsors** - Walks with the Candidate as a companion during the faith journey, participating in the sessions and rites. Supports the inquirer as a faith-filled, active practicing Catholic.

### **Cursillo**

*Cheryl McCart* 316-835-2495

Cursillo in Christianity is a movement within the church that, through a method of its own tries to, and through God's grace manages to; enable the essential realities of the Christian to come to life in the uniqueness, originality, and creativity of each person.

**\*Parish Schools Religion (PSR)**

*Carolyn Armendariz 316-830-2764*

Assists parents in the religious education and formation of their children who attend public schools grades kindergarten through 12th grade. Classes meet during the school year, Sundays at 9:45 a.m.

**\*PSR Coordinator** - Oversees the PSR program with our Parish Priest.

**\*PSR Catechist** - Our PSR teachers are trained by the pastor and local education professionals, such as the Catholic High School principals, in order to teach our Catholic faith in a manner which will help our children to get to heaven.

**\*PSR Aide/helper** - each Catechist has an Aide/Helper in the class room to assist during class time throughout the year.

**\*PSR Christmas Program**

*Amy Gerber 316-772-7363*

Assist with planning and organizing the Christmas Program.

**\*Confirmation Coordinator**

*Amy and Joe Gerber 316-772-7363*

Facilitates the organization and implementation of the Confirmation Formation program through the guidelines of our Parish Priest.

**A Duet Faith Formation**

*Joe Gerber 316-772-7363*

Oversees all adult faith and coordinate with pastor for new ways to help adults grow in their faith.

*\*Virtus is our "Protecting God's Children Program". Attendance of a Virtus training session is required BEFORE serving with any children in the parish. Trainings are offered throughout the year.*



## **Catholic Youth Ministry (C.Y.M.)**

*Stefanie Nordstedt 316-833-3916*

The response of the Christian community to the needs of young people and the sharing of the unique gifts of youth with the larger community. High school students are called to grow as Catholic people of faith: to voice their needs, to share their gifts and talents as disciples in the world, to participate in the life of the parish and the mission of the church –to live with a purpose!

**\*CYM Coordinator** - The Coordinator of Youth Ministry supervises and coordinates the program with the high school youth of Sacred Heart, all adult youth ministry volunteers.

**\*CYM Activities Helper** - Adults available to chaperone or assist with various activities.

## **\*Totus Tuus**

*Joann Bergkamp 620-463-2242*

The weeklong Summer Catholic Youth Catechistical Program for those in 1st – 12th grade lead by college age trained leaders. The children have the opportunity to go to Mass, to Confession, to play games, sing songs and learn about their Catholic faith.

**\*Coordinator** – A parishioner who works closely with the Totus Tuus team for the summer program, finds sponsor families and coordinates dates with our parish.

**\*Aide/Helper** – Available during the summer program to assist the coordinator and/or team.

## Service

*"There are different kinds of spiritual gifts, but the same spirit: there are different forms of service, but the same Lord."*

*1 Corinthians 12:4-5*

### **Parish Leadership:**

#### **Pastoral Council (elected)**

*Mike Armendariz, President 316-830-2764*

The Pastoral Council is an advisory group that assists the Pastor in achieving a fuller participation of the whole parish in fulfilling the mission of the parish.

#### **Stewardship Council**

*Carol Denno 316-830-2491*

The Stewardship Council assists the pastor and parish leadership in the overall design, implementation and evaluation of the parish stewardship process. The committee dedicates their efforts to encouraging parishioners to donate time, talent and treasure to the parish.

#### **Finance Committee**

The Finance Council oversees the financial aspect of parish life. As an advisory group to the pastor, they help create a budget and create financial reports to keep the Diocese, the pastor and the parishioners informed of the parish's finances. They make recommendations with regard to building projects, set financial policies for the parish and regularly audit the books.

## **Parish Maintenance:**

### **Altar Care**

*Tessa Albert* 316-835-2522

Parishioners maintain and help arrange flowers and plants for the church altars, watering as necessary. Change altar linen, replace votive candles, polish candle sticks, and cleans adoration chapel monthly.

### **Gardening**

*Stefanie Nordstedt* 316-833-3916

Ensure the flower beds and bushes throughout the parish grounds are watered on a regular basis. Commitment: Once or twice a week, depending on weather during the summer months.

### **Building and Grounds Volunteers**

*Joe Bergkamp* 620-463-2242

These volunteers might do anything from planning and providing cost estimates to doing maintenance, trimming, painting, leaves raking, mowing, electrical, plumbing, carpentry, and snow removal.

### **Cleaning**

Help with the non-routine special dusting and polishing of our holy church, parish center, Hensley house and rectory, PSR classrooms.

### **Administrative:**

**Parish Office Volunteer:** Answer phones, assemble bulk mailings, file, enter data, and other miscellaneous duties.

### **Father Baxter Memorial Library**

*Ileen Weber* 316-830-2019 and Office Secretary

Help with up keep and process new materials for the library.

### **Website Maintenance**

*Carrie Bridges* 316-830-2055

Help with the layout and assist with the web presence.

### **Collection Counters**

Contact: Parish Secretary

Help count weekly collections after the 11:00 am mass.

**Communications:** Help with communications outside of the parish make phone calls, take phone calls and write articles. Parish Newsletter, photograph.

### **Virtus Coordinator**

**VIRTUS Coordinator** – Any adult in contact with our children must attend VIRTUS training at a designated date and location. The coordinator is trained by the Diocese of Wichita to keep the records and coordinate them with the Diocese and our parish. Coordinate needed. Contact: Pastor

## **Social Justice & Community Outreach:**

### **Respect Life Events**

*Tessa Albert 316-835-2522*

Work for the sanctity of human life. Our parish is committed to the protection of all life from conception to natural death. We promote awareness and participation in various pro-life activities.

**Rosary at abortion clinic** - Prayer vigils held at local abortion clinics.

**March for Life** - March for Life annually commemorates the passage of Roe v. Wade and invites youth, young adults, and adults to march in Washington DC from the Mall to the Supreme Court building, singing with one voice the clarion call, "Choose Life."

### **Neighbors Store**

*Tessa Albert and Jean Anne Gleason 316-835-2522*

The Neighbors Store and Food Pantry in Halstead is a resource and service for many people in the area. They provide help with: Clothing, Household Items, Food Items, Financial Help, Counseling and Prayer. Consider donating food or volunteering your time.

### **Harvey County Homeless Shelter**

*Jean Anne Gleason 316-835-3294*

A Christian-based, non-profit, outreach located in Newton, KS ministering to the greater Harvey County Area. Their goal is to help their residents on their feet and into independent living environments. They are staffed and supported by area congregations, local volunteers, and business owners.

### **Bloodmobile**

*Elaine Robinson 620-463-2461*

Volunteers are needed to assist the Red Cross staff and blood donors. This includes: directing people to the proper place, signing in, and serving snacks. This is an excellent opportunity for service hours. Length of commitment is up to the individual.

### **The Lord's Diner** - Wichita

A not-for-profit soup kitchen operated by the Diocese of Wichita. Evening meals are served 7 days a week, 365 days per year at three locations. A food handler's license is required. Contact Pastor.

### **Guadalupe Clinic** - Wichita

Provides primary medical care and related support services to those without medical insurance. Parish representatives needed to be advocates for uninsured and poor.

### **Compassion Ministry and Homebound Visits**

*Jeanne Sommerfeld 620-327-2171*

Visit and assist homebound and nursing home residents gives support and encouragement to the sick and dying. Comforts and visits those who have lost loved ones.

Fr. Edmond Kline, Pastor  
Mary Ann Base, Parish Bookkeeper  
Kimberly Hon, Parish Secretary

**Stewardship Council:**

Fr. Edmond Kline, Pastor  
Carol Denno – 316-830-2491  
Stacey Bernal  
Joe Gerber  
Carolyn Armendariz  
Bill Ediger  
Joann Bergkamp  
Ann Schrick  
Maryann Base  
Dan Shrick

**Pastoral Council:**

Fr. Edmond Kline, Pastor  
Elected Members:  
Michael Armendariz, President, 830-2764  
Dan Schrick  
Rachel Gomez  
Judy Brown  
Cheryl McCart  
Steve McGinn  
Mark Denno  
Ex-officio members:  
Kimberly Hon, Secretary  
Maryann Base, Bookkeeper  
Joe Bergkamp, Maintenance  
Stefanie Nordstedt, CYM  
Leroy Ewy, Knights of Columbus  
Tessa Albert, Little Flowers  
Carolyn Armendariz, PSR

**Finance Committee**

Fr. Edmond Kline, Pastor and Chairman  
Steve McGinn  
Tami Ediger  
Greg Gleason  
Mary Ann Base, Bookkeeper (Ex: Officio)



Anonymous

I ask God for strength,  
That I might achieve...

I was made weak,  
That I might learn humbly to obey.

I asked for health,  
That I might do greater things...

I was given infirmity,  
That I might do better things,

I asked for riches,  
That I might be happy...

I was given poverty,  
That I might be wise,

I asked for power  
That I might have the praise of men...

I was given weakness,  
That I might feel the need of God

I asked for all things,  
That I might enjoy life...

I was given life,  
That I might enjoy all things.

I got nothing that I asked for,  
But everything I had hoped for.

Almost despite myself,  
My unspoked prayers were answered.

I am among all men, richly blessed! Amen







“Your talent is  
God’s gift to you.  
What you  
do with your  
talent is  
your gift  
to God.”

