

\*NEW Ministry

## Greeter Ministry

*“The native people showed us unusual kindness, for they kindled a fire and welcomed us all” (Acts 28:2)*

### MINISTERS OF GREETING

These ministers are the first faces our parishioners see. St Leo’s prides itself with being “welcoming,” and that is exactly what this ministry is for.

### RESPONSIBILITIES?

Before each of our 6 weekend masses, the

Greeter opens our main doors for parishioners arriving for mass and welcomes them with a “greeting” (hence the name) and a smile. What better way to welcome our community as they gather to praise the Lord!



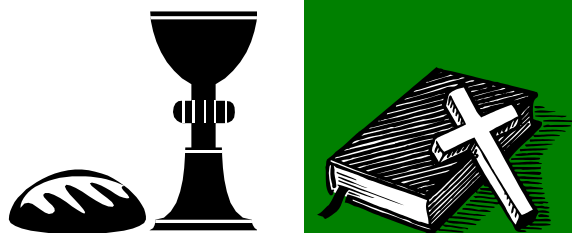
## St. Leo Catholic Church

1920 N. 102nd St.  
Omaha, NE 68114  
United States

Phone: 402-397-0407  
E-mail: [kelly\\_barth@stleo.net](mailto:kelly_barth@stleo.net)  
Website: [www.stleo.net](http://www.stleo.net)



## Liturgical Ministries



St. Leo Catholic Church  
1920 N. 102nd St.  
Omaha, NE 68114

Romans 15:7

Phone: 402-397-0407  
Email: [kelly@stleo.net](mailto:kelly@stleo.net)

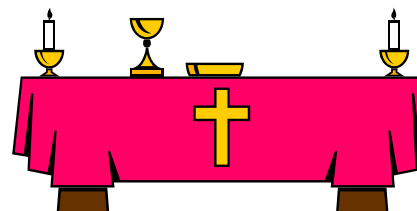
## Sacristan Ministry

### BEHIND-THE-SCENE MINISTRY

At every liturgical celebration, there are a multitude of minute tasks that must be done in order to get through the service. Many of these tasks are being done by ministers, staff members, or clergy who have a list of their own tasks to get done in order to be prepared for mass. This makes it difficult to make sure that everything not only gets done, but that it gets done well.

### RESPONSIBILITIES?

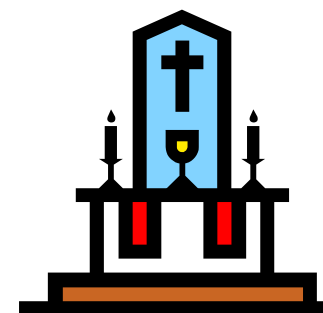
There are several responsibilities for each of the six services each weekend. They include, but are not limited to, taking all appropriate vessels from the sacristy to their designated spots, helping Ushers find substitutes when ministers do not show up, making sure correct liturgical colors are on the altar, and several other small tasks not listed here. This ministry requires hard-working, dedicated people who demonstrate leadership skills and are willing to do this about twice a month..



## Environmental Ministry

### LITURGICAL ARTISTANS

These ministers prepare the worship environment for all major liturgical feasts and seasons



celebrated throughout the church year. This includes, but is not limited to changes of liturgical colors, be it banners, cloths, or anything else in the worship space or our commons area, changes of plants and flowers, etc.

### RESPONSIBILITIES?

Along with coordinating the two larger changes of environment (Christmas and Holy Week/ Easter), these ministers are responsible for planning and implementing any changes to the liturgical environment throughout the entire church year, meeting once a month with the other Ministers of Environment as well as the parish Liturgist. There is a requirement of reading various texts provided in order to learn more about the different guidelines associated with the Liturgy and its environment.

## Eucharistic Ministry

*"For as in one body we have many parts, and all the parts do not have the same function, so we, though many, are one body in Christ and individually parts of one another. (Rom 12:4-5)*

### MINISTERS OF COMMUNION

Because of the size of the congregation at regular Sunday masses (as well as other large liturgies) and the difficulty of reaching all believers confined to their homes, the priest (and deacon) need help in distributing communion. That is why Pope Paul VI authorized Extraordinary Ministers of Holy Communion (E.M.H.C.) to share the Body and Blood of Christ with their fellow worshipers, whether they be in the assembly at mass or confined to their homes.



### RESPONSIBILITIES?

The Eucharistic Minister's primary responsibility is to "become what you give." They must be mandated and trained by the archdiocese (this can be done only twice a year), go through St. Leo training, keep the parish liturgist up to date on their schedule, and find their own substitutes (a comprehensive list of subs is provided).

## Lector Ministry

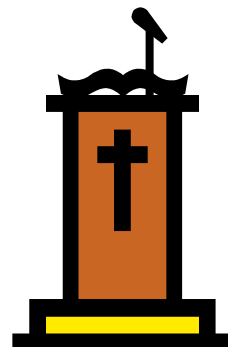
*"Let the word of God dwell in you richly..." (Col 3:16)*

### MINISTER OF PROCLAMATION

Lectors have the responsibility to proclaim the Good News of the Scripture to the parish community during daily and Sunday Masses as well as other liturgies. They must convey the Word of God with feeling and clarity in order to create a deeper understanding of God's message to all.

### RESPONSIBILITIES?

The Lector is responsible for preparing themselves to proclaim the scripture reading(s) assigned to them according to their schedule. Workbooks are provided that contain the readings as well as pronunciation guides and commentary. They are also responsible for reading either the Prayers of the Faithful (Petitions) and/ or the Announcements at Sunday Mass. They must also be mandated and trained by the archdiocese (this can be done only



twice a year), go through St. Leo training, keep the parish liturgist up to date on their schedule, and find their own substitutes (a comprehensive list of subs is provided).

## Usher Ministry

*"Serve the Lord with Spirit and make hospitality your special care" (Rom 12:11)*

### MINISTERS OF HOSPITALITY

At St. Leo Parish, the Ushers extend warmth and hospitality to everyone attending services. In addition, they have an important role in ensuring that the Liturgies run smoothly.

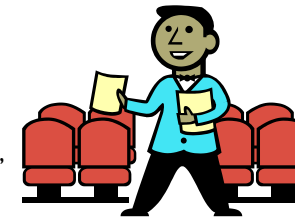
Working with the

Priest, Deacons,

Lectors, E.M.H.C.'s,

Altar Servers, and

Musicians, the Ushers enable everyone to more fully participate in the worship service.



### RESPONSIBILITIES?

Arriving about 1/2 hour prior to the start of the Liturgy or service, the Ushers greet everyone entering and provide each with the Worship Aide and/or other materials used in the service.

They also check the Liturgical Minister sign-in book to help ensure that an ample number of Lectors and E.M.H.C.'s are present for each service. The Ushers assist in recruiting additional ministers as needed, along with people to present the gifts at Offertory.

## Altar Server Ministry

*"You Are the Light of the World." (Matt 5:14)*

### SERVERS OF GOD'S PEOPLE

Even in the early days of the Church, it was difficult for the Presider to do everything during the liturgy. Altar Servers are "assistants" to the priest and deacon and help them by providing materials and aide where needed. The Server's duties are wide and varied, but all help in "serving" God and God's people.

### RESPONSIBILITIES?

Arriving about twenty minutes prior to the start of the Liturgy or service, the Server must sign in and is responsible for a list of "before mass" duties. During mass, whether this minister is assigned to be a **Candle Lighter** or a **Server**, there are several simple tasks that must be done which aide the priest (and deacon) in celebrating the mass. This is a ministry for anyone in the 6th through 8th grades.

Training sessions occur twice a year in the Fall and Spring.

