

# 2024 Time and Talent Annual Volunteer Form



**HOLY FAMILY**  
LOVE GOD | LOVE OTHERS | MAKE DISCIPLES

**Registration information for 2024:**

Name (last, first) \_\_\_\_\_  
 Email \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Spouse name \_\_\_\_\_  
 Email \_\_\_\_\_  
 Phone \_\_\_\_\_

*List children living at home  
 (can register for any activity)*

\_\_\_\_\_  
 \_\_\_\_\_  
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**Please enter your initials in the space provided to indicate the activities you wish to join or continue to be part of.**

**Parish Leadership and Administration**

<u>Initials</u>	<u>Committee/Group</u>	<u>Leader</u>	<u>Contact Information</u>	<u>Volunteer Commitment</u>	<u>Description or Purpose</u>
	Stewardship Committee	Pat Koppa	414-688-4660 patrickkoppa@gmail.com	Activities primarily occur Aug-Nov. Some meetings and "to-do" assignments during that time, including materials preparation and 'envelope stuffing party'. August kick-off meeting is traditionally held at Estabrook Beer Garden.	Plans and executes annual Time, Talent & Treasure renewal, along with New Member Welcome event and Major Donor Thank You event.
	Endowment Committee	John Desing	desing@sbcglobal.net	As needed	Award scholarships for HF Parish School & Catholic High Schools
	Building & Grounds	Gabe Rose	gaber@Romanelectric.com	Regular meetings, additional time required based on the needs of the parish.	Maintain all physical property through sound project and fiscal practices.
	Member				
	Carpentry				
	Electrical				
	Painting				
	General Maintenance				
	Grounds				
	School Advisory Commission Member	Lori Morawski	timoraski@gmail.com	Monthly meetings; other duties as needed	Consisting of nine elected members, the School Board works with the Pastor and the Principal in forming school policy.

**Parish Life**

	Parish Photography	Beth Manley	414-378-0455 bethmanley@mac.com		
	Baking and/or Bake Sale	Open	holyfam@hfparish.org		
	Widows Club	Doris Curley	414-429-2048 grammyc@milwpc.com	Monthly	Meets monthly for a restaurant lunch
	Auction Dinner Dance	Nicole Grassl	nicolegrassl@hfparishschool.org	Assist with planning or on the day of the event.	Plan and organize annual Auction Dinner/Dance.
	Guardian Angel Run	Nicole Grassl	nicolegrassl@hfparishschool.org	Assist with planning or on the day of the event.	Plan and organize annual run/walk on Memorial Day.
	Annual Golf Outing	Nicole Grassl	nicolegrassl@hfparishschool.org	Assist with planning or on the day of the event.	Plan and organize annual golf outing on Friday in September.
	Christmas Tree Sale	Nicole Grassl	nicolegrassl@hfparishschool.org	Sign up for 2.5 hour shifts, weekends in December.	Assist with the annual Christmas Tree Sale, in December.
	Sunday Hospitality Team	Larry Gomes	414-332-4282	Coordinates and oversees hospitality on Sundays; help with set-up, serving and clean up each week.	Host Sunday Hospitality after the Masses
	Saturday Hospitality Team	Delores (Missy) Cookson	414-305-7012 missy.cookson@live.com	Coordinates and oversees hospitality on Saturdays; help with set-up, serving and clean up 1-2 times per month.	Host Saturday Hospitality after the Masses

	Lenten Fish Fries	Therese Ciofani	414-303-9772 rezmel6@gmail.com	Volunteer commitment can be 2 hours or more weekly-you choose!	Volunteers needed to help prepare food, serve food, prepare tables, keep up with dining room and clean up.
	Friends of Fr. Alex's Mission in Peru	Carol Loomis	loomis4604@yahoo.com	Support work of Fr. Alex at his mission communities based in Alta Cayma, Peru. Pen pals plus new creative ideas.	
	Senior Circle of Friends	Pat Roell Jan Doellman Janet Petesch	414-962-8911 414-988-4290 414-228-8897	Committee cooks, serves and cleans up.	Plan lunch, speakers or entertainment about 4-5 times yearly.

### Athletics

Initials	Committee/Group	Leader	Contact Information	Volunteer Commitment	Description or Purpose
<b>ATTENTION:</b> All 5th-8th graders in the parish are welcome to join all Athletic Activities!					
	Board Member	Steve Chitwood	hfathletics@ hfparishschool.org	The committee meets year round and all members must also take on either an officer or coordinator role.	The Athletic Association administers the athletics program for the parish. We offer four sports: volleyball in the fall, basketball in the winter, and track in the spring.
	Coach				
	Basketball				
	Volleyball				
	Track				
	Spaghetti Dinner				

### Prayer and Worship

	Committee Member	Penny Kelsey	Penny.Kelsey@att.net	Meetings as needed	Nourishes and gives direction to the liturgical aspect of our parish life through: preparing for worship and providing opportunities for education about liturgy, multiple forms of prayer, formation of liturgical ministries, and the art and environment for liturgy.
	Eucharistic Adoration	Open	holyfam@hfparish.org	Year-round Wednesdays, between 9:00 am - 3:30 pm	Organize adoration participants in 1 hour time slots.
	Church Environment	Penny Kelsey	Penny.Kelsey@att.net	As needed	Assist with decorating the Church
	Music Committee	Larry Theiss	theissL@hfparish.org	As needed	
	Wash/Press Altar Purificators and Towels	Doris Curley	414 429-2048 grammyc@milwpc.com	Wash/iron one week's usage. Pickup after Mass and return within one week.	Assigned about once every 8 weeks.
	Wash/Iron Server Albs	Doris Curley	414 429-2048 grammyc@milwpc.com	Wash/iron about 4 server albs.	Assigned three times yearly.
	Care & Arrangement of Plants	Open	theissL@hfparish.org penny.kelsey@att.net		
	Sacristan	Open	holyfam@hfparish.org		

#### **Liturgical Ministers**

**\*\*We have a great need for liturgical ministers; please consider sharing your time.**

	Greeter	Joni Roenitz	liturgy@hfparish.org	Please circle time(s):  4:30PM  8:00AM  10:30AM	For all liturgical ministers, the time commitment is flexible based on your availability (i.e. monthly, bi-weekly, weekly)
	Usher	Joni Roenitz	liturgy@hfparish.org		
	Acolyte	Joni Roenitz	liturgy@hfparish.org		
	Altar Server	Joni Roenitz	liturgy@hfparish.org		
	Lector	Joni Roenitz	liturgy@hfparish.org		
	Eucharistic Minister	Joni Roenitz	liturgy@hfparish.org		
	Funeral Liturgical Minister	Larry Theiss	theissL@hfparish.org		

#### **Musicians**

	Parish Choir (10:30)	Larry Theiss	theissL@hfparish.org	Practice Tuesdays 7:00 PM Holy Family Church	
	Childrens Choir (4:30)	Larry Theiss	theissL@hfparish.org		
	Cantor	Larry Theiss	theissL@hfparish.org		
	Funeral Choir	Larry Theiss	theissL@hfparish.org		
	Accompanist for Choir	Larry Theiss	theissL@hfparish.org		
	Instrumentalist	Larry Theiss	theissL@hfparish.org		Instrument _____
	Children's Liturgy Minister 10:30AM	Mary Oates	oatesm@hfparish.org	Sept. through May at the 10:30am Liturgy. Prior reading of the Sunday scheduled readings, arrive 10 minutes early to set up table in McCormick Hall and walk in the Opening Procession.	Open the Word through the Children's Lectionary at the 10:30 Mass to children ages 5-8. Reflection on the message, general intercessions from the children.
	Rosary Group (Sunday)	Open	holyfam@hfparish.org	Sundays at 6pm	Peace in the Middle East

	Rosary Group (Wednesday)	C'za Helf	cza Helf@gmail.com		
	Faith Sharing Small Groups	Open	holyfam@hfparish.org	Leaders and participants welcome. Weekly meetings 6-8 weeks/session.	Group scripture reading, confidential discussions, exploring our faith and how it impacts our daily lives.
	Prayer Shawl Ministry	Open	holyfam@hfparish.org	You can make the shawl individually or form a group	Knit or crochet a Prayer Shawl for someone in need of spiritual comfort. Instructions and patterns are available.
<b>Human Concerns</b>					
<u>Initials</u>	<u>Committee/Group</u>	<u>Leader</u>	<u>Contact Information</u>	<u>Volunteer Commitment</u>	<u>Description or Purpose</u>
	Human Concerns Committee	Virginia Rader	vrrader@yahoo.com	Meetings are quarterly during the school year.	This commission raises awareness of the needs of the broader community and Christian solutions to local and global problems.
	Respect Life	Mary Johnston	414 238-4883 mbjohns@aol.com		These parishioners help promote the dignity of human life through various activities such as the collection of baby items for the Pregnancy Help Center.
	St. Vincent Meal Program	Mary Jane Martinez	414-915-8915 maryjmartinez@gmail.com	4th Thursday of February, April, June, August and October, provide and help serve a meal at the St. Vincent de Paul meal site. Drop off your dish to a preplanned menu by 4:30 pm at Holy Family on the day of the meal or volunteer to serve the meal.	Provide and serve a nutritious meal to many people in need five times per year.
	Guest House Meals	JoAnn Murphy	414-962-3179 murphyjc@wi.rr.com	Meal provided every 4th Saturday of the month.	Donations of a main dish, salad, milk, bread, fruit and dessert are brought to McCormick Hall kitchen between 4:00 & 4:30 on the day of the meal. Volunteers are needed for food prep/donation plus servers to take the food to 1216 N.13th St.
	Cathedral Center Meal	Open	holyfam@hfparish.org	Once per month	Serve a light meal or snacks once per month to women and children who reside at the Center.
	Sharing Sunday				Sort & deliver food
	Sort food	Mike Rohlinger	miker@nessanhouse.com		
	Deliver food	Mike Rohlinger	miker@nessanhouse.com		
	Open Door Café Desserts	Beth Rybakowicz	bethrybakowicz@wi.rr.com	Donate desserts by noon on the second Friday of the month	Drop off donated desserts at coordinator's home for delivery to St. John's Cathedral
	Bereavement Funeral Reception	Open	holyfam@hfparish.org	Volunteers needed for approximately 2 hours per funeral.	Receptions are catered; 3-4 people per funeral to make coffee, serve and clean up.
	Blood Pressure Screening	Dolores (Missy) Cookson	414 305-7012 missy.cookson@live.com	BP screening: 30 min to 45 min. on the 1st full weekend of each month.	Coordinate Blood Pressure Screening and Semiannual Blood Drives
	Visitors to Homebound	Dcn Mike Dunn and Dcnn Jon Gabik	dunnm@hfparish.org gabikj@hfparish.org		Members of our committee visit homebound parishioners, often bringing them Communion.
	St. Vincent de Paul	Claire Wycklendt	claire.wycklendt@gmail.com	Meets once a month for one hour and handles most other needs via email.	Coordinates several collections each year, host a Trivia Night fundraiser in the fall, serve dinner at the Guest House 6 times a year, and organize a truck to collect household goods once or twice a year.

*Do you have a passion for one of our ministries that is currently in need of a leader?  
We encourage you to volunteer and we will assist in finding a leader!*

<b>Youth Opportunities</b>					
<b>Initials</b>	<b>Committee/Group</b>	<b>Leader</b>	<b>Contact Information</b>	<b>Volunteer Commitment</b>	<b>Description or Purpose</b>
	Mission Trip Participant	Caitlin Raether	crather@strobert.org	One week in the summer	Teens will serve through home improvement projects, facilitating children's programs, distributing food to the needy, and giving hope to the spiritually poor. Location varies each year.
	Vacation Bible School Teen Leader	Open	holymam@hfparish.org	Weeklong summer commitment, possible preparation required.	Teen leader for vacation bible school
	Vacation Bible School Counselor	Open	holymam@hfparish.org	Weeklong summer commitment, possible preparation required.	Counselor for vacation bible school
	Children's Liturgy of the Word Aide	Open	holymam@hfparish.org	Youth to assist adult leader.	Youth aide for Children's Liturgy of the Word.
	St. Nick's Fest Aide	Mary Oates	oatesm@hfparish.org	One Saturday in early	Assist with crafts or bake sale at St.
	K3-8 Religious Education HS Aide	Mary Oates	oatesm@hfparish.org	Assist with K3-8 religious ed on Sundays.	Youth aide for religious education teachers.

<b>Christian Formation</b>					
	Catechist/Co-Catechist	Shannon Matheis	matheiss@hfparishschool.org	Preparation of the lesson (materials provided). Class time is from 9:10-10:15. volunteer commitment is 9:00-10:25. Team teaching is an option.	Religious Ed Teacher. Volunteer their time, talent and love of Christ, the Church and the children of this Parish to make this program academically sound and educationally stimulating.
	Substitute Catechist	Shannon Matheis	matheiss@hfparishschool.org		
	Vacation Bible School Co-Leader	Open	holymam@hfparish.org	One week in August	Assist with VBS
<b>YOUTH</b>					
	Advisor/Discussion Leader	Caitlin Raether	crather@strobert.org	All Advisors Meet August - May, 2-3 times/month 9th and 10th grade = more flexibility in attending youth events Confirmation = must attend evenings with teens	Youth Ministry (YOLOPH) provides high school Christian Formation in preparation for Confirmation. Our committee works together to provide programming, pray with, and lead small groups among the teenagers in our parish.
	Parent Assistant/ Service Coordinator	Caitlin Raether	crather@strobert.org		
	Guest Speaker	Caitlin Raether	crather@strobert.org		
	Mission Trip Driver/Chaperone	Caitlin Raether	crather@strobert.org		
<b>ADULT FORMATION</b>					
	RCIA Core Team	Donna Shriner	dshriner@strobert.org	The Rite of Christian Initiation of Adults (RCIA) is the Church's way of guiding adults who have begun their journey of faith to complete initiation in the Catholic Church. RCIA meets on Tuesday evenings with some RCIA Rites during some of the Sunday morning Masses.	
	RCIA Team Member	Donna Shriner	dshriner@strobert.org		
	RCIA Sponsor/Faith Witness	Donna Shriner	dshriner@strobert.org		
	RCIA Catechist	Donna Shriner	dshriner@strobert.org		
	FOCCUS Couple	Patty Linn		As needed	Assist with marriage prep.

<b>OTHER</b>	<b>SKILL, TALENT, EXPERTISE</b>
If there is an activity or group not listed that you would like to start or be part of, please list below:	If you have knowledge, training, expertise in: painting, IT, publishing, writing, cooking, creative arts, etc. and are willing to volunteer some time and your expertise, please indicate:

**YOU MAY COMPLETE THE TIME AND TALENT REGISTRATION FORM ONLINE!**  
**[http://hfparish.org/home/time\\_talent\\_treasure/](http://hfparish.org/home/time_talent_treasure/)**

*You may complete this paper form, or the electronic version. We encourage everyone to register online so that we can better track and communicate with our volunteers. If you have previously registered, check your email for a username and password reminder.*