

810 Neeb Road • Cincinnati OH 45233  
922-4460 • Fax 922-5476 • www.olv.org  
Facebook & Twitter: @olvdelhi

# OUR LADY *of* VICTORY PARISH

Parish Office Hours: M-F, 8am-4pm

October 15, 2017 • 28th Sunday in Ordinary Time

## OLV Mass Schedule

**Saturday:** 4:30pm • **Sunday:** 8:45am & 11:00am

**Daily Monday - Saturday:** 8:30am

**Adoration: Monday:** 9:00am-7:15pm in the chapel

## Confessions

**Monday:** 7:30pm; **Tuesday, Thursday, & Friday:** 7:45-8:15am

**Saturday:** 3:30pm

## Directory

**Rev. James Reutter, Pastor**

**Mr. Charley Jenkins, Deacon**

922-4460 / charmar@fuse.net

**Mr. Mark Machuga, Deacon**

Ext. 8895 / deaconmark@olv.org

**Andrew Reckers, Seminarian**

347-8830 / areckers@olv.org

**Amy Borgman, School Principal**

347-2072 / borgmana@olv-school.org

**Sara Gonnella, Administrative Assistant**

347-8810 / secretary@olv.org

**Randi Hom, RE Administrative Assistant**

347-8824 / admin@olv.org

**Bruce Laake, Business Manager**

347-8826 / businessmgr@olv.org

**Karen Meyer, Bookkeeper**

347-8827 / kmeyer@olv.org

**Jennifer Reinkemeyer, Pastoral Assistant**

347-8823 / jreinkemeyer@olv.org

**Jonathan Schaefer, Director of Religious Education**

347-8825 / jschaefer@olv.org

**Andy Spinney, Director of Planning, Involvement, & Development**

347-8819 / getinvolved@olv.org

**Bill Tenore, Liturgical Music Director**

922-4460 / btenore@olv.org

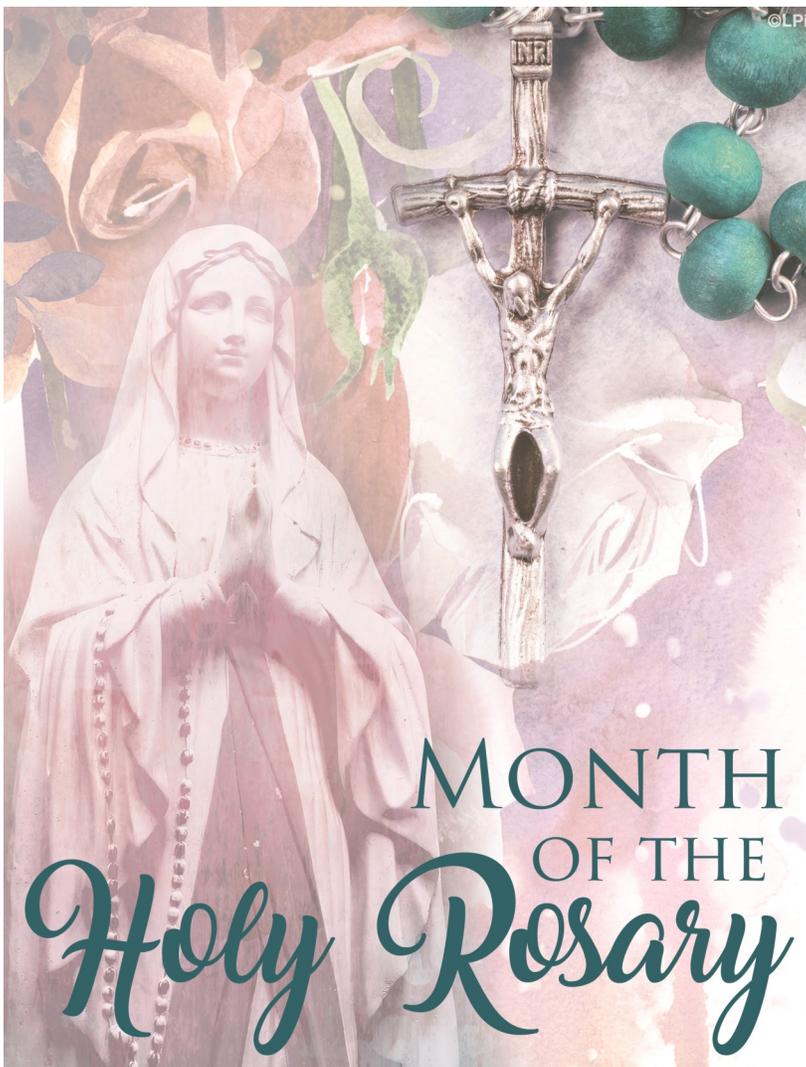
**Tommy Youngman, Maintenance Supervisor**

922-4460 / maint@olv.org

**School Office:** 347-2072

**School Fax:** 347-2073

**Religious Education:** 347-2071



# Prayer at OLV

## Ministry & Organization Contacts

### ADULT RELIGIOUS ED TEAM

Peggy Korte, 941-3022

### ATHLETIC ASSOCIATION

John Haynes, 383-1049

### BEREAVEMENT

Teresa Humphrey, 922-2229

### BOY SCOUTS

John Weber, 941-9116

### CEMETERY

Carol Weisker, 347-8812

### CHRIST RENEWS HIS PARISH

Susan Meyer, 706-9950

### CUB SCOUTS

Ron Lewis, 451-6487

### EDUCATION COMMISSION

Bill Beuke, 922-4463

### FINANCE COMMISSION

Tom Butler, 941-6595

### GIRL SCOUTS

Cathy Dezarn, 922-4141

### HELPING HANDS

Genevieve Kenney, 941-9909

### LADIES OF VICTORY (LOV)

Michelle Vollmer, 941-9406

### MARRIAGE PREPARATION

Jim & Pauline Grome, 922-5659

### OLV 175TH

Genevieve Kenney, 941-9909

### PASTORAL COUNCIL

John Roebel, 659-0907

### PEACE & JUSTICE COMMISSION

Kathy Stephens, 922-7785

### PRO-LIFE/PRO-FAMILY

Position Vacant

### PTO

Megan Hughes, 227-1453

Carrie Sullivan, 585-2602

### ST. VINCENT DE PAUL

Paul Kenkel, 922-4460

### USHERS

Dave Haller, 451-7678

### WORSHIP COMMISSION

Cathy Kappa, 451-7757

## Weekly Mass Intentions

### Sunday, October 15: 28th Sunday in Ordinary Time

8:45am † William Thornton requested by Thornton Family

11:00am People of Our Lady of Victory

### Monday, October 16: Weekday

8:30am † Pauline Stolz requested by Don Willmes

### Tuesday, October 17: St. Ignatius of Antioch

8:30am † Pat Jasper requested by Don Jasper

### Wednesday, October 18: St. Luke

8:30am † John Faillace requested by Richard Faillace

### Thursday, October 19: St. John de Brebeuf & Isaac Jogues

8:30am Colleen Michalak requested by Mariam Gavin

### Friday, October 20: Weekday

8:30am † Fr. Bob Buening requested by Tom, Cathy, & TJ Gerrety

### Saturday, October 21: Weekday

8:30am † Jeanne Albers requested by Louis Albers

4:30pm † Scott Widener & Jack Lengerich Sr. requested by Mrs. Widener

### Sunday, October 22: 29th Sunday in Ordinary Time

8:45am † Joseph Peters requested by Carol Neff

11:00am People of Our Lady of Victory

(I) indicates Incense at Mass

## WEEKLY OFFERING OCTOBER 8, 2017

Envelopes & Cash	\$10,899
Electronic Contributions	\$3,502
Total	\$14,401

**Thank you for Your Generosity!**

YTD Actual (15 weeks)	\$200,314
YTD Budget (15 weeks)	\$217,500
<b>Collection UNDER Budget</b>	<b>\$17,186</b>

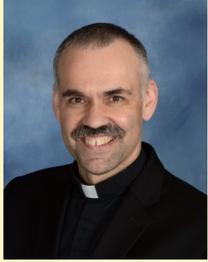
Hurricane Fund	\$5,146.92
CISE Fund	\$949

**Bulletin Deadline is Monday, at 9:00AM**

Written notices can be emailed to [olvbulletin@olv.org](mailto:olvbulletin@olv.org)

**If you or a loved one are in the hospital,  
please notify the Parish office at 922-4460.**

## Great Advice on How & Why We Should Pray the Rosary



Our parish is founded on a feast that highlights the power of praying the Rosary: All the way back to 1571, when Pope St. Pius V ordered the Church to pray the Rosary so that Our Lady could intercede against the Muslim forces that wanted

to conquer Christian Europe, the Church discovered the power of that prayer in a truly dramatic way. In gratitude for Our Lady's intervention, the Pope declared October 7th the feast of Our Lady of Victory (later renamed to Our Lady of the Rosary).

Many of us may have learned the mechanics of praying the Rosary in early childhood, memorizing the prayers and sequences so we could rattle it off. And that's good. Our children should memorize it. But as adults, we should go deeper: we should be able to pray it in a deeper way, so that we can take full advantage of its power in our own spiritual lives. To that end, there is a beautiful reflection from Monsignor Romano Guardini (a great modern German theologian) on how we can plumb the depths of that prayer (taken from the Magnificat devotional magazine) and why it is so important to try to do just that. Here are some excerpts:

*To linger in the domain of Mary is a divinely great thing. One does not ask about the [usefulness] of truly noble things, because they have their meaning within themselves. So it is of infinite meaning to draw a deep breath of this purity, to be secure in the peace of this union with God ... Man needs a place of holy*

*tranquility that the breath of God pervades and where he meets the great figures of the Faith. This place is the inaccessibility of God himself, which only Christ opens to man.*

*All prayer begins by man becoming silent—recollecting his scattered thoughts, feeling remorse at his trespasses and directing this thoughts towards God. If man does all this, this place is thrown open, not only as domain of spiritual tranquility and mental concentration, but as something that comes from God.*

*We are always in need of this place, especially when the convulsions of times make clear something that has always existed but which is sometime hidden by outward well-being and a prevailing peace of mind: namely, the homelessness of our lives. In such times, a great courage is demanded from us; not only a readiness to dispense with more and to accomplish more than usual, but to persevere in a vacuum we do not otherwise notice. So we require more than ever this place of which we speak, not to creep into as a hiding place, but as a place to find the core of things, to become calm and confident once more.*

*For this reason the Rosary is so important in times like ours...This is all the more important because the Rosary does not require any special preparation... Rather, [the one who prays the Rosary] steps into a well-ordered world, meets familiar images, and finds roads that lead him to the essential.*

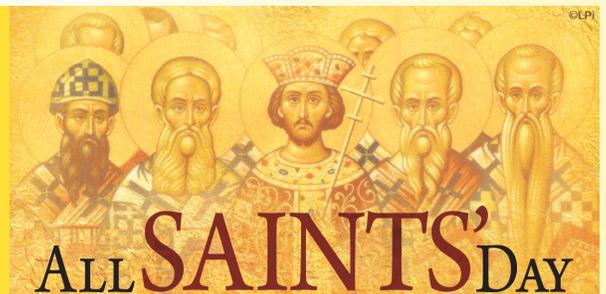
*Rev. James S. Reutter*

### November 1st Masses

**6:30 AM, 8:30 AM, & 7:00 pm**

Please join us for Mass on All Saints Day (Nov. 1st).

All Saints Day is a Holy Day of Obligation.



# Schedules

## Ministry Schedule

### Monday, October 16 8:30AM

Altar Servers Mitchell Kelly,  
Luke Wilms

### Tuesday, October 17 8:30AM

Altar Servers Sydney Galbraith,  
Allie Mangold

### Wednesday, October 18 8:30AM

Altar Servers Will Carmosino, Luke  
Hafner, Joey Sinnard,  
Jake Steinwert

### Thursday, October 19 8:30AM

Altar Servers Riley Allgeyer,  
Elizabeth Busch

### Friday, October 20 8:30AM

Altar Servers Carson Behrendt,  
Mitchell Trotta

### Saturday, October 21 8:30AM

Altar Servers Bobby Asman,  
Garry Asman

### 4:30PM

Altar Servers Joseph Monahan,  
Aidan Murphy,  
Gregory Carlton,  
Maxim Smith

Extraordinary Ministers of Holy  
Communion Ashley Galbraith\*,  
Scott Menner\*

Lectors Joe Baxter,  
Claire Cahill

Mass Captain Craig Johnson

### Sunday, October 22 8:45AM

Altar Servers Emma Fullenkamp,  
Libby Luebbing, Allie  
Mangold, Madie Martin

Extraordinary Ministers of Holy  
Communion Carol Weisker\*,  
Kathy Hengstebeck\*,  
Abby Dir, Reece  
Niederhausen

Lectors Cathy Kappa,  
Roberta Ferkins

Mass Captain Roberta Ferkins

### 11:00AM

Altar Servers Carson Behrendt,  
Andrew Costa, Owen  
Plagge, Joey Sinnard

Extraordinary Ministers of Holy  
Communion Kathy Seider\*,  
Laura Davitt\*

Lectors Amy Forbin,  
Wayne Topp

Mass Captain Janet Luthy

## Weekly Schedule

### Monday, October 16

8:30am — Mass in Church

After Mass — Eucharistic Adoration in Chapel

6:45pm — Religious Education in School

7:15pm — Benediction in Chapel

7:30pm — Confession in Chapel

### Tuesday, October 17

8:30am — Mass in Church

10:15am — Mass at Pristine (formerly Riverview)

3:00pm — Liturgy Planning Meeting in PC Room B

6:30pm — Education Meeting in Teacher's Lounge

6:30pm — Peace & Justice in CC Conference Room

6:30pm — Worship Meeting in PC Room B

7:00pm — Boy Scouts in CC Conference Room (Charlie Licata)

7:00pm — St. Vincent de Paul in PC Room C

7:40pm — Pastoral Council Meeting in PC Room

### Wednesday, October 18

8:30am — All School Mass in Church

3:00pm — Athletics in Main Hall

7:00pm — Rosary Group in Chapel (Chris Osborne)

### Thursday, October 19

8:30am — Mass in Church

10:00am — LOV Bridge in CC Meeting Room

3:00pm — Athletics in Main Hall

7:00pm — Music practice in Church (Bill Tenore)

7:00pm — RCIA Session in CC Meeting Room

### Friday, October 20: No School

8:30am — Mass in Church

9:15am — Church Cleaning

6:00pm — Friday at the Fields

7:00pm — Holy Hour for the Dying in Chapel

### Saturday, October 21

8:30am — Mass in Church

12:30pm — Cemetery Tours (Delhi Historical Society)

3:30pm — Confession in Chapel

4:30pm — Mass in Church

7:00pm — Boy Scouts in CC Meeting Room (Doug Devine)

### Sunday, October 22

8:45am — Mass in Church

11:00am — Mass in Church

12:00pm — Parishioner Event in Main Hall

7:00pm — Men's CRHP 3 in CC Conference Room

### THANK YOU!

Over this past year, Our Lady of Victory celebrated 175 years in historic fashion. We completed many projects, held grand events, and grew closer together as a parish family.

As we end this celebration, we would be remiss to forget all who assisted the parish and made this year a truly wonderful experience for those in our faith community. In particular, we would like to express our thanks to our pastor, Fr. Reutter, for leading us through this year and ministering to us, especially in the Most Holy Sacrifice of the Mass. We express our thanks to those who spent so much time planning our opening and closing liturgies: Jennifer Reinkemeyer, our deacons Charley and Mark, our seminarian Andrew, our altar servers, those who assisted by lectoring, our extra-ordinary ministers, and our ushers. We would like to thank the children's choir and our adult choir for lending their voices to our worship. Thank you to Bill Tenore and Kathy Lynn for leading us in worship – the music was beautiful! We would like to offer a special thanks to the Most Reverend Archbishop Schnurr for celebrating our Feast Day Mass. Thanks to Fr. George Schmitz and Deacon Jarred for coming to celebrate our special day with us.

A special thanks to our office staff, especially Sara Gonnella for taking care of coordinating details, schedules, support work, and dozens of last minute items. To Bruce Laake for making sure contracts were done and the church was air conditioned in time for our closing celebration. To Randi Hom for all the communications work and photographs. To Andy Spinney for all his hard work in public relations. Thank you to Tommy Youngman and Doug Lynch for doing additional work to make

sure the entire campus was ready to go for our Open House. To Amy Borgman and Amy Weber for working to get the school ready for the Open House.

For those who assisted us with our Open House, we would like to thank the Cub Scouts, Girl Scouts, the Delhi Historical Society, Teresa Humphrey, our student ambassadors, and our teachers/staff. Thanks to the Holy Smokes team for serving up the best BBQ on the West side for our celebrations. Thanks to our Spirit Shop workers for their time: Lori Willig, Suzanne Crable, Stefanie Busch, and Amy Moore.

We would also like to thank all of the OLV Commissions for their hard work in putting together our 175<sup>th</sup> year. We would like to especially thank John Roebel for all his hard work and motivation in preparing for our Open House. Thank you to Kathy Lynn for rallying the history team to put together the history displays for our 175<sup>th</sup> Open House – you really worked hard! Thanks to Genevieve Kenney, Peggy and Eric Braun, and all of those who assisted in the year of celebration. There are literally too many to list!

#### **And last, but certainly not least...**

Thank you to all of the parishioners & visitors that have come to all of our 175<sup>th</sup> events over the past year, including our closing Mass and Open House this past Sunday. For those who dedicated time to help with our 175<sup>th</sup> Celebration last Sunday and at other events this year - thank you from the bottom of our hearts! We could not have pulled it off without you!



### ST. VINCENT DE PAUL SOCIETY

In today's Gospel, we hear Jesus say: "Many are invited, but few are chosen."

**To give thanks for all God has given to you, have you considered answering the call to help serve the poor by joining the Society of St. Vincent de Paul? To volunteer, call 922-4460 and leave a message on their phone line.**

## Happening at OLV

### ESAP Tuition Assistance Grant

The George Hubert Family Foundation has generously agreed to fund the ESAP tuition assistance grant again this year. If Our Lady of Victory can raise \$12,000 in tuition assistance donations by December 6, 2017 the George Hubert Family Foundation will match 150% of those funds. The total received by Our Lady of Victory would then be \$30,000. Please make your check payable to "OLV Tuition Assistance" and write "ESAP" on the memo line of your check. Put your check in a plain envelope and drop it in the collection basket or mail to the parish office. Thanks for your support of Catholic education at our parish!

### 40 DAYS FOR LIFE FALL 2017 CAMPAIGN

The 40 Days for Life takes place Sept. 27-Nov. 5. The campaign draws attention to the evil of abortion through prayer, fasting, and community outreach, with the goal of turning hearts and minds from a culture of death to a culture of life. All are welcome to join in this concert of prayer for protections for and renewed understanding of the beautiful gift of human life. For directions and/or other information, please go to <https://40daysforlife.com>, then browse on locations to find the site nearest you!



### World Mission Collection

Next week, we will celebrate World Mission Sunday. Each year, the entire Church is invited to support the young mission dioceses in Africa, Asia, the Pacific Islands, and parts of Latin America and Europe, where priests, religious and lay leaders serve the poorest of the poor.

### ANNIVERSARY INTENTIONS FOR THE DECEASED

We invite you to place the names of your loved ones in the Anniversary Book found in the Chapel.

**The following death anniversaries occurred the week of October 15-October 21:** Richard Feist, Carroll Will, Richard Warman, George Laudenback, Henry Essen, and Alice Willig.

## All Souls Day

NOVEMBER 2ND

Mass Times:

6:30 AM, 8:30 AM

Memorial Mass at 7:00 pm

In remembrance of those who passed away during the last year.

### Next Sunday's Readings: October 22nd

1ST READING:	Isaiah 45:1, 4-6
2ND READING:	1 Thessalonians 1:15b
GOSPEL:	Matthew 22:15-21



### FOOD PANTRY NEEDS

When you're shopping this week, please pick up these items:

lots of noodles and jelly, instant mashed potatoes, canned pasta like Chef Boyardee, toothpaste, and toilet paper.

## CHECK OUT OUR NEW MOBILE APP!

OUR LADY OF VICTORY

# MOBILE APP



Our Lady of Victory now has a custom mobile app just for our parish! There are new features on this app, such as an icon for our school, you can contact our staff, submit prayer requests, read the bulletin, find out when baptism orientation classes are, donate through our giving icon, or receive messages from the parish.

### TO DOWNLOAD THE APP

Text OLV1 to 555888 for Apple Phones

Text OLV2 to 555888 for Android Phones



## CONFIRMATION RETREAT

Mark your calendar for the Confirmation Retreat!  
**Saturday, October 28<sup>th</sup>**  
**from 9 AM-3 PM.**

All candidates are required to attend the retreat. We look forward to celebrating this great Sacrament with all the candidates.

## HELP NEEDED OCTOBER 27-28

Our Confirmation Retreat is done each year by the NET Ministry team, a group of young adults who give up a year of their time to put on retreats for area parishes. We have had them give our retreat the past 4-5 years and love having them visit each year!

**We need host families** for the team. The retreat is Saturday, October 28<sup>th</sup> from 9AM-3PM. The team will stay with the host families just for the night of the 27<sup>th</sup>. We need homes where 2 or more members could stay for the one night, either on the floor or in a spare bedroom. The host family provides meals for them during their stay.

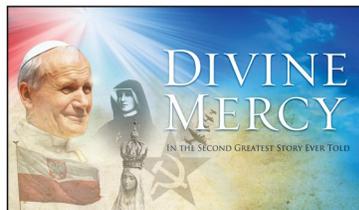
**Call the Office of Religious Education at 347-2071 or email [jschaefer@olv.org](mailto:jschaefer@olv.org) if you can help host two members of the team at your house for one night.**

## FORMED PICK OF THE WEEK

# Divine Mercy

## Experience the Power of God's Mercy

Join Fr. Michael Gaitley on a breathtaking journey to uncover the reality of God's merciful love as he weaves together history, Sacred Scripture, the prophetic apparitions of Fatima, and the world-changing witness of St. Faustina, St. Maximilian Kolbe, and Pope St. John Paul II.



*"This series will change your life! Fr. Gaitley has scored another home run with this series."*

—Dan S., Milledgeville, GA

Watch on [formed.org](http://formed.org)



**FORMED**® THE CATHOLIC FAITH. ON DEMAND.

## Happening at OLV

YOU'RE INVITED TO AN

# Ladies Night Out Shopping Extravaganza



Come out for a night of fun and Shopping

Friday, November 3rd  
7-10pm

Our Lady of Victory Convocation Center  
810 Neeb Road, Cincinnati, Oh 45233

Find that unique gift for yourself, family or friends among 50 of our wonderful crafters, vendors and artists!

Split the Pot

Raffle's all night

Bring the girls and have some fun!

\$5.00 or donation to OLV Food Pantry

Light Appetizers

For purchase: Beer - Wine -  
Water - Soft Drinks

Always Drink Responsibly

Sponsored by Ladies of Victory (LOV)

## 175th Did You Know?

Over the last 2 years we have completed many special projects. Here is a look at what we accomplished in the School at OLV:

### In School

- Preschool established
- 5 classrooms, 2 stairwells, 2 hallways, and 2 restrooms were painted in the Library/Science building
- New flooring in the entrance to the 1st floor of the main school
- Tuckpointing/weatherproofing in process on the Library/Science building
- New outdoor classroom
- Gym exterior siding and doors were painted
- Flooring replaced and walls painted in school administrative offices
- 6 classrooms on the 2nd floor of the main school building were painted
- 2 hallways in the main school building were painted
- 3 preschool rooms were painted and outfitted
- Yellow safety stripe repainted on steps in main school building



**Friday at the Fields this Friday! Come out and watch some mini soccer with our youngest athletes. There will be a Chili Cook off and Cheesecakes! We will also be selling the 175th Aerial photo that was taken during Legacy week. Photos are \$5 each.**

**Don't have anyone playing in the mini soccer? Come out anyway and cheer them on! Friday at the fields is a great place to get together with your friends and family, meet new people and kick off the weekend. We look forward to seeing you there!!**

**In consideration of all the little feet running around, please keep glass bottles at home or pour your drink into a cup. Thank you!**

## Happening at OLV

### - JOIN THE 175 LEGACY CLUB -

Please consider supporting our projects by joining the 175 Legacy Club in honor of our 175<sup>th</sup> Anniversary! You and your family will help provide a lasting impact to our parish and school, and will be permanently recognized in the OLV Grotto and Rosary Walk area with your name or memoriam engraved on the donor recognition plaque. Deadline is Dec. 1, 2017.

\_\_\_ I would like to join the 175 Legacy Club with a contribution of \$175.

\_\_\_ I do not wish to join the 175 Legacy Club, but would like to make a contribution to these exciting projects.

\_\_\_ I am interested in learning about funding a bench or tree to be located in the Rosary Walk and Grotto areas.

Name: \_\_\_\_\_

Name for Plaque: \_\_\_\_\_  
(For example, "Mr. & Mrs. John Smith" or "The Smith Family").

Phone Number: \_\_\_\_\_



### - Thank you! -

Make checks payable to "Our Lady of Victory". Cut along line below and return with your check to the Parish Office, drop in a separate envelope in the collection basket, or give to any member of The Legacy Project committee below. If you have specific questions regarding your donation please contact any member of the Legacy Project committee.

*Andy Spinney*  
*Chris Kenney*

*Tom Bier*  
*Mark Schneider*

*Paul Hutzell*  
*Bryan Kelley*

*Chris Broxterman*  
*Guy Harmon*

### 175th Did You Know?

**Over the last 2 years we have completed many special projects. Here is a look at what we accomplished in various places at OLV:**

- Handicapped concrete ramps were added for the Church and Convocation Center
- New Grotto with lighting and fountain
- New Rosary Walk, including irrigation system
- Main Hall in Convocation Center painted
- Exterior doors and lentils on Convocation Center painted
- Courtyard in front of parish office re-landscaped
- Parish grounds have been mulched
- Holy Smokes event/organization established
- 32 families assisted with school tuition by 1FHL Program
- New floor surface in concession stand restrooms
- Parking lot lines repainted

### OLV CLASS OF 1987 REUNION

Just a reminder that the Our Lady of Victory class of 1987 will be celebrating its 30 year reunion on Saturday, October 21<sup>st</sup> at 7pm at Johnny's Westside Bar & Grill located at 1278 Ebenezer Road, Cincinnati, OH 45233. If you are interested in attending, please connect with Steve Miller on Facebook (where additional information will be provided) or send an email to Steve Miller ([srmiller513@gmail.com](mailto:srmiller513@gmail.com)) or Brian Jansen ([bjansen@fuse.net](mailto:bjansen@fuse.net)). We hope that you can make it!

## In Our Community



### Cincinnati Regional Retreat

October 28, 2017

Our Lady of the Holy Spirit Center

9:00 AM to 3:00 PM

Quiet Time, Talks, Discussion, Mass, and Confession

Free Will offering will be collected

Open to Courage and EnCourage Members and others who are supportive of Courage's ministry. Courage is an international apostolate of the Catholic Church, which ministers to persons with same-sex attractions.

Information: [courage@catholiccincinnati.org](mailto:courage@catholiccincinnati.org)

### First Annual Adults Only MartinFest

St. Martin of Tours in Cheviot invites you to MartinFest, happening on November 11. From 6PM to Midnight you will enjoy, a catered dinner along with a craft beer tasting event from four local breweries. There will be several games, a Basket Bonanza raffle, a Silent auction, and split-the-pot, with music provided by "Ripple Effect." The highlight of the evening will be the drawing for the major cash award, which will happen at 11:11PM. There will be 4 cash winners of \$3,011, \$1,011 and two prizes of \$511. Join us for an evening of fun! Call 661-2000 for more information.

### Little Sisters of the Poor is Hiring!

476 Riddle Rd

Cincinnati, OH 45220

#### STNA

- Part-time/Full-time
  - Evenings/Nights
  - Must be State certified
  - Reports to Unit Supervisor
- Pay based on experience.

#### Nurses

- Part-time/Full-time
- Evenings/Nights
- Reports to Director of Nursing

Pay based on experience.

#### Pantry Aide

- Part-time
- Evenings
- Interacts daily with residents, employees, and guests

**Contact Beverly Manning:**

**(513)281-8001 [hrcincinnati@littesistersofthepoor.org](mailto:hrcincinnati@littesistersofthepoor.org)**

### Elder High School is Hiring!

Elder High School is seeking qualified applicants for a Tuition Management Assistant. Qualified candidates will be Customer Service focused, detail oriented, and able to work in a fast paced environment. Preferred applicants will have experience with FACTS Tuition Management, QuickBooks and strong Excel skills. Working with the Business Manager and Staff Accountant, the position is responsible for the day to day management of the tuition administration of Elder High School, Bank account reconciliation, various Business office records management and support of Business Office functions. High school diploma or GED. Excellent customer service skills. Strong computer skills with a focus on office applications and methods. Ability to perform mathematical calculations and/or verify information accurately. Effectively using organizational and planning skills with attention to detail and follow through. The position is part time, approximately 25-30 hours per week, throughout the calendar year and benefit eligible. There are some evening and weekend hours. Applicants should send a resume and cover letter outlining how they meet the specific requirements of the position to [summerssm@elderhs.net](mailto:summerssm@elderhs.net).

This bulletin is furnished to the Parish without charge. The advertisements that appear completely defray all publishing costs with which the church would otherwise be burdened. Please patronize these sponsors as a thank you for their kind generosity!