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Staff Contact Information

Father Thomas B. Shepard - Pastor

203-888-2382 x113

pastor@stthomasoxford.org

Wanda Mascola - Director of Faith Formation

203-888-2382x205

faithformation@stthomasoxford.org

Cheryl Williams - Parish Secretary

203-888-2382 x110

office@stthomasoxford.org

Karin Fuchs - Parish Bookkeeper

203-888-2382 x120

bookkeeper@stthomasoxford.org

Maryjane Calladio - Pastoral Care Coordinator

203-888-2382 x121

pastoralcare@stthomasoxford.org

Marie Pelaccia - Stewardship Coordinator

203-888-2382 x202

stewardship@stthomasoxford.org

Anna Jedd - Director of Music

860-274-1091

music@stthomasoxford.org

William & Linda Ney - Confirmation Co-Coordinators

203-888-2382 x210

faithformation@stthomasoxford.org

Lauren Meier & Tara Stachacz - 1st Reconciliation/1st Eucharist

203-888-2382 x200

communion@stthomasoxford.org

George Blake & Louis Luskay III- Maintenance

203-888-2382

(Please leave message in the office)

St. Thomas the Apostle

2019 Handbook of Ministries



THANKS-LIVING

“FOR IT WILL BE LIKE A MAN GOING ON A JOURNEY, WHO CALLED HIS SERVANTS AND ENTRUSTED TO THEM HIS PROPERTY.” Matt.25:13

This familiar parable of Jesus is the story of an owner who leaves his servants each a different amount of “talents” and reminds them that he is going to return and asks an accounting of what they did with what the owner entrusted to them.

You don’t have to be a Scripture scholar to realize that this parable is directed at us. Each of us receives “gifts/abilities” from God, and after we die there will be an accounting. God will ask each of us, “What did you do with the Time, Talent, and Treasure I gave you?”

Most of us would respond, not that we are not grateful for the talent/gifts or treasure that God has given us, but we just didn’t have enough TIME to share them.

We shouldn’t be surprised if God says to us, “I gave you all the time you needed to serve me and others, but you had different priorities.”

And so now you and I are invited by our parish family to consider the possible ways we can share our time in the following areas listed in this handbook.

I invite us all to pray and reflect how the Lord Jesus is calling us to give of ourselves in sacrifice to others. Remember God can never be out done in generosity - you’ll always receive more than you can give!

Fr. Tom

PARISH INFORMATION

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Mass Schedule (see bulletin for any additional Mass times):

Saturday Vigil (winter): 4:00 pm (November 10, 2018 – March 10, 2019)

Saturday Vigil (summer): 5:00 pm (March 16, 2019 – November 2, 2019)

Sunday: 7:30 am, 9:00 am, and 11:00 am

Daily: 8:00 am on Monday, Tuesday, Wednesday, and Thursday

Holy days: Please check the bulletin & our website

Sacrament of Reconciliation

Every Saturday before the Vigil Mass or by appointment

Office Hours

Monday through Friday: 9:00 am-5:00 pm

Contact us:

Our address: 733 Oxford Road
Oxford, Ct. 06478
203-888-2382

Website: stthomastheapostleoxford.org

Email: office@stthomasoxford.org

Facebook: St.Thomas the Apostle Oxford Ct.

LITURGY & SPIRITUALITY

- _____ Altar Linens
- _____ Altar Server
- _____ Children's Liturgy of the Word Facilitator
- _____ Christmas Decorator
- _____ Easter (Holy Saturday) Decorator
- _____ Offertory Collector
- _____ Lector
- _____ Sacristan
- _____ Usher
- _____ M.O.S.T. (Men Of St. Thomas)
- _____ Divine Mercy Prayer Group (Fridays at 1pm)

SERVICE & OUTREACH

- _____ Carpentry
- _____ Seymour/Oxford Food Bank (monthly delivery)
- _____ Gardening
- _____ HomeFront Day (1st Saturday in May)
- _____ Painting
- _____ Spooner House meal (dinner) preparation
- _____ Spooner House meal coordinator
- _____ Souper Bowl of Caring (January 2019)

SUPPORT CREW

- _____ Baking _____ Clean up _____ Kitchen help
- _____ Set up _____ Shopping _____ Telephoning
- _____ Kitchen clean-up crew (mont hly)

PASTORAL CARE

- _____ Homebound Visits
- _____ J.O.Y. (Just Older Youth = 70+) Spring Luncheon
- _____ J.O.Y. (Just Older Youth = 70+) Fall Turkey Dinner
- _____ Shawl Ministry (Instruction Available)
- _____ "NEW LIFE" ***Facilitator*** for Divorced & Separated group
- _____ Parish Nurses
- _____ Women of Grace- prayer group/bible readings (Wednesday)
- _____ Bake and deliver for the recently bereaved
- _____ Prayer Network: Phone _____ Email _____
- _____ Cookie Angels: Bakers Sort (Mon. 9-11AM)
- Deliver (Mon. after 11AM)
- _____ Home-Help Care – **NEW**
- _____ Book Club – Knowledge is Power
- _____ Visit Homebound

MUSIC

- _____ Contemporary Choir (9am Mass)
- _____ Musician
- _____ Traditional Choir (11 am Mass)
- _____ Children's Choir
- _____ Celebration of Life Choir
- _____ Cantor



Hospitality

W.I.N.-Welcome and Inform New Parishioners

New parishioners and their families are contacted by a fellow parishioner, via phone or letter, to welcome them and answer any questions they may have. With their permission, an announcement is placed in the bulletin listing the names of new parishioners. Welcome bags with information about St. Thomas and its ministries are delivered, along with a homemade baked item.

Contact: Marie Pelaccia 203-888-2382 x202

stewardship@stthomasoxford.org



Coffee And....helper – monthly coffee and pastry socials are held from May – September. Ministry members would help to plan and coordinate these monthly hospitality events on the church patio.

Contact: Marie Pelaccia 203-888-2382 x202

stewardship@stthomasoxford.org

Protecting our Parishioners: The Young and the Aging

The Archdiocesan Office of Safe Environment actively promotes the safety of all Catholics by offering a workshop called Protecting God's Children and Vulnerable Adults. This one-time, 3-hour presentation educates all ministry members (18 years and older) of how to identify suspicious behavior toward anyone in our community. It is mandatory for all ministry members. Contact Wanda Mascola with questions or to find out how to register for a workshop:

(203) 888-2382, ext. 205

faithformation@stthomasoxford.org



Committees generally meet monthly Sept-June.

Building & Grounds – provides guidance and support for preserving, repairing & maintaining our church property and the grounds.

Contact: Dan Cooley at Daniel.cooley43@gmail.com

Community Life - promotes celebrations, social events & recreational activities to keep our parish community vibrant and welcoming.

Contact: Nancy Schneider at limbo101@sbcglobal.net or Marguerite DeFrancesco at rite0516@sbcglobal.net

Education – supports the educational ministries of the parish and works collaboratively with the Director of Faith Formation and catechists.

Contact: Wanda Mascola at faithformation@stthomasoxford.org

Evangelization- provides support to individuals and the ministries of Saint Thomas, to help spread the gospel as a mission of the Church community.

Contact: Steve Schneider at djsteve87@sbcglobal.net

Liturgy – helps to coordinate the celebrations of the Church and to ensure all facilities are prepared and services run smoothly.

Contact: Barbara Wanamaker at bewanamaker@gmail.com

Social Justice – organize and provide opportunities that foster equal economic, political and social rights for the good of all in our parish, community and beyond.

Contact: Marcia Franko at marciafranko@yahoo.com

Stewardship Committee – provide support and encourage our parishioners to share their gifts of time, talent and treasure for the benefit of our parish and community.

Contact: Marie Pelaccia at stewardship@stthomasoxford.org

2019 Stewardship Time and Talent Form

Family (last) Name: _____ Phone: _____
 Cell: _____ Email: _____

PRINT FIRST NAME ON BLANK LINE

_____ Art and more... _____ Assemble large mailings
 _____ Bulletin Board helper _____ Computer Entry
 _____ Publicity _____ Photography

HOSPITALITY

_____ “Coffee And...” helper
 _____ Parish Picnic Coordinator
 _____ Parish Picnic Committee member
 _____ Bake for and deliver welcome bags to new parishioners
 _____ Welcome phone call to new parishioners

COMMITTEE MEMBER

_____ Building & Grounds _____ Community Life
 _____ Education _____ Evangelization
 _____ Liturgy _____ Social Justice
 _____ Stewardship

FAITH FORMATION

Generations of Living Faith (G.O.L.F.)

Catechists for grades: _____ PreK thru K _____ 1-2 _____ 3 - 4
 _____ 5 - 6 _____ 7 - 8 _____ High school _____ Adult

G.O.L.F. "caddies" for: _____ Shopping _____ Clean-up & set-up
 _____ Meal time volunteer (kitchen)

First Reconciliation & First Eucharist

_____ Set up helper _____ Snack coordinator
 _____ Assist at Celebrations

Confirmation

_____ Adult Mentor _____ Service Hours Coordinator
 _____ Snack coordinator

Vacation Bible Camp

_____ Small Group leader
 _____ Craft leader _____ Storytelling/Drama leader
 _____ Snack prep _____ Games & rec leader _____ Music

Youth Ministry

_____ Mentor _____ Member _____ Coordinator



Support Crew

For the following ministries, contact the Parish Office 203-888-2382

Parish event helpers offer support, as the need arises, to the various ministries in the following ways:

Baking - homemade baked goods are brought to the parish or hall

Clean Up - after an event, help get things back in order

Kitchen Help - prep tables, serve food/drinks, clean dishware clean kitchen, etc. for specific events

Monthly kitchen clean-up team – help to keep our kitchen clean and organized.

Set-Up -prepare for event (i.e.; tables, chairs, etc.)

Shopping - shop for items needed in preparation for an event

Telephoning - call parishioners to help with an event



Art and more

Parishioners can share special skills including graphics, drawing, painting, sewing, quilting, calligraphy, and more with our parish community and ministries.

Bulletin Board Helper

Decorate the bulletin boards in the church hall and outside monthly to update and inform the parishioners of upcoming ministry, parish, and community activities.

General Office Assistance

This is an opportunity to offer clerical assistance including stuffing the weekly bulletins or mailings, copying and other projects as needed.

Contact: Cheryl Williams 203-888-2382 x110

office@stthomasoxford.org

Publicity

Writes and distributes press releases and photos to the media to promote parish ministry events.

Photography

Help us make lasting memories of parish events and activities! Pictures may be shared on our website, social media platforms, our weekly bulletin and submitted to local new outlets.

Faith Formation

Generations of Living Faith (GOLF)

GOLF is our family based religious education program which is centered around families with children from Pre-K through high school, with an adult faith formation component. Each session is 2.5 hours long and we gather together over a period of several months. Sessions include a community meal, prayer, faith-filled fun activities and a curriculum geared to each specific age group. Our mission is to partner with parents as their children's first educators and help families grow in the love of God by understanding and living our Catholic Faith.

Registration forms can be found on our website.

Contact: Wanda Mascola 203-888-2382, ext. 205

faithformation@stthomasoxford.org

Adult Faith Formation

Adult Faith Formation is the development of a relationship with Christ. It is in the knowing of Jesus rather than the knowing about Jesus when the conversion process begins. Monthly GOLF sessions are the regularly scheduled Adult Faith Formation classes. There are many other opportunities throughout the year for adults to come together to learn, share, pray and build community. These opportunities are announced at Mass and included in the bulletin; more information is available from the Office of Faith Formation.

Contact: Wanda mascola 203-888-2382 x205

faithformation@stthomasoxford.org

R.C.I.A. (educating and welcoming converts)

R.C.I.A. is the Rite of Christian Initiation of Adults. We are currently seeking volunteers to serve as parish sponsors and community supporters for the coming months. Helping out with the R.C.I.A. is an amazing way to renew your own faith in the process of helping others convert to Catholicism and receive sacraments in the church.



Food Bank Delivery (monthly)

Deliveries are made the second Monday of every month after the food drive collection weekend. A team of two people deliver donations to the food bank between 9-9:30AM. The Seymour/Oxford food Bank is located at 20 Pine Street Seymour.



HomeFront Day

HomeFront "raises spirits and restores hope." The first Saturday in May, a group of skilled and unskilled volunteers provide essential home repairs for a needy household in the area. We welcome participants age 14 and older (those under 18 need advance parental consent).

Contacts: Marcia Franko 203-881-1460, marciafranko@yahoo.com

Fred Hydar 203-266-4670, flydar@charter.net



Gardening

From early Spring to late Fall, this ministry serves to enhance the beauty of and care for our gardens by planting, watering and weeding our Church grounds.



Spooner House Meal Preparation

Groups of 2-3 parishioners or a family prepare dinner at Spooner House for current residents. Time needed is 3-4 times year. Dinner is cooked and served the 4th Sunday of the month. **A coordinator is also needed for this ministry**

Spooner House is located at 30 Todd Road, Shelton



Visit Homebound

This group of caring, active parishioners offers visitation and communion to our sick and homebound parishioners, bringing news of the St. Thomas community. They also visit the sick in the hospital and nursing homes.

Contact: Maryjane Calladio 203-888-2382 x121
pastoralcare@stthomasoxford.org



Cookie Angels

This ministry prepares and delivers cookie trays at Easter and Christmas to the sick, homebound and recently bereaved of the parish. Time needed: 2 times a year (Easter and Christmas)

Contacts: Maryjane Calladio 203-888-2382 x121
pastoralcare@stthomasoxford.org or
 Sandy Lenahan 203-735-3564 or Andrea Molett 203-734-8385



Prayer Network

Prayer requests are made to the parish office and forwarded, via email or phone, to this network of parishioners who lift them up in prayer.

Time needed: ongoing or as prayer requests are made
 Contact: Maryjane Calladio 203-888-2382 x121
pastoralcare@stthomasoxford.org



Home-Help Care

NEW

This new ministry will provide a helping hand to caregivers. Can you lend a few hours to someone who is homebound to provide the caregiver a chance to step-out and care for themselves? You would be comfort and support to both the homebound and their caregiver.
 Contact: Maryjane Calladio 203-888-2382 x121
pastoralcare@stthomasoxford.org



Children's Liturgy of the Word

During the 9AM Mass children are invited to the church hall during the Liturgy of the Word, to hear the readings from a Children's Lectionary. They work on a visual craft, project or handout to reinforce their understanding of the reading of the day. The children and the adult facilitators return at the Profession of Faith.

Contact: Wanda Mascola – 203-888-2382 x205
faithformation@stthomasoxford.org



Vacation Bible Camp

During the summer a free, week-long program of faith-filled fun for children which utilizes Scripture, music, arts & crafts, projects, snacks, and/or skits. At this 'theme-based camp' children are able to continue on their faith formation journey.

Contact: Wanda Mascola 203-888-2382 x205
faithformation@stthomasoxford.org



Youth Ministry

In addition to Confirmation preparation for 9th and 10th graders, our parish invites teens to experience our faith through good works, worship and fun community activities. Our goal is to help them understand how God offers strength, comfort and love as they finish high school and continue their faith journeys as adults.

Contact: Wanda Mascola 203-888-2382, ext. 205
faithformation@stthomasoxford.org

Sacramental Preparation

Please contact Wanda Mascola at 203-888-2382 x205
or faithformation@stthomasoxford.org



Baptism

Fr. Tom meets with the families for the purpose of encouraging further engagement in the life of their parish and for the immediate preparation of the baby's Baptism.

Our vision is to give awareness to parents and Godparents of their spiritual relationship to their children and Godchildren and the great God-given responsibilities connected to those relationships.



First Reconciliation

First Reconciliation's key messages include: connecting the sacrament with the participants lives, recognizing moral good and evil, feeling sorrow for wrongdoing, a desire to grow more like Jesus, and turning to God for forgiveness.



First Eucharist

The key messages of the First Eucharist preparation relate to how the Eucharist is a meal, a sacrifice, the real presence of Christ, the significance of the Last Supper, guidance in hearing, listening and understanding the Word of God and the identification of the parts of the Mass.



Confirmation

Preparation for this sacrament begins in 9th grade and continues into the fall of the Candidate's entrance into 10th grade. Preparation involves the parents, sponsors, adult mentors and the parish community. Monthly class sessions paired with service hours, retreats and parish ministry involvement help the candidates understand the connection between Baptism, Eucharist and Confirmation and supports their life long journey of faith formation.

For the following ministries, contact Maryjane Calladio at 203-888-2382 x121 or pastoralcare@stthomasoxford.org



J.O.Y. (Just Older Youth)

Spring Luncheon & Fall Turkey Dinner

A group of parishioners come together to prepare a meal for our older youth (age 70+) in the springtime for lunch and the fall for a turkey dinner.



Parish Nurses

Nurses and all health care professionals conduct seminars on various health and wellness topics of interest to parishioners. Commitment time varies. Nurses will also hold blood pressure screenings at parish events and after select masses.



Women of Grace

This women's group meets the first Wednesday of every month at 10am for prayer and bible readings.



Shawl Ministry

This group of parishioners come together to knit or crochet shawls for the sick, homebound, and bereaved. Beginners are always welcome!

Time needed: One morning per month and one evening per month or from home if preferred.



Bereavement Ministry

This group is open to the public for anyone who is grieving the loss of a loved one.

The goal of the group is to help others through the bereavement process. There are facilitator-led discussion groups, held monthly. Other support group opportunities include the Good Grief Seminar, a one day seminar, and the New Day Program which is a ten-week program.

Contacts: Dennis Galemba: dgalemba@sbcglobal.net
 Carol Flament: carolflament@sbcglobal.net
 Gigi Pohl: gjg502@gmail.com
 Elizabeth Ward: fergus33@comcast.net
 Lorene Anderson: loa5621@att.net
 Maryjane Calladio: pastoralcare@stthomasoxford.org

Bereavement – Bake and deliver

This group of parishioners bakes and delivers a baked good to our recently bereaved parishioners.

Contact: Maryjane Calladio 203-888-2382 x121
pastoralcare@stthomasoxford.org

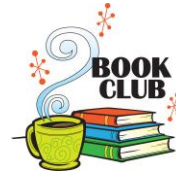


New Life Ministry

(Facilitator- led discussion group)

This is a ministry for the newly divorced and/or separated of our parish and surrounding parishes. It is a 10 week program that covers the stages of divorce.

Contact: Maryjane Calladio 203-888-2382 x121
pastoralcare@stthomasoxford.org



Book Club

This new group will meet twice a month to discuss books that are relevant to our Catholic Faith and how we apply the topics and ideas to our daily lives.

This group will meet every other Thursday from 7 – 8:30 PM.

Contact: Maryjane Calladio 203-888-2382 x121 or

pastoralcare@stthomasoxford.org



Giving Doll Ministry

The ministry's mission is to give faith, love, joy, hope and comfort to children at times of special need through construction and distribution of handmade cloth dolls. *Sunset Dolls* are dolls which are lovingly created by our ministry members for adults with memory loss. No experience is required, all are welcome and patterns and instructions are provided. Contact: Nancy Schneider limbo101@sbcglobal.net



Picnic Planning

Our annual parish picnic is held the first Saturday in September following the Vigil Mass. Join us to help plan and coordinate for our 2019 picnic! We are in need of committee members and coordinators for this fun-filled annual event.

Contact: Marie Pelaccia 203-888-2382 x202

stewardship@stthomasoxford.org



Liturgy & Spirituality

Altar Linens - Men and women who take care of washing and ironing the small linens used at Mass.

Altar Server - Girls and boys grades 4 and up who have made their First Communion assist Father at Mass by serving at the altar.

Lector - Men and women who proclaim the scriptures at Mass.

Usher - Individuals responsible for greeting parishioners and visitors at Sunday Mass, seating people, distributing bulletins, and making sure that the church is prepared for the following Mass.

Offertory Collector – Men and women who take up the offertory collection at mass.

Sacristan - Responsible for being sure that all Liturgical Ministers have arrived and are ready to begin the Liturgy.

Divine Mercy Prayer Group – This prayer group meets Fridays from 1:00-1:45 PM in the lower parish center. Prayers include the Divine Mercy chaplet, Praises of Divine Mercy and the Rosary. Copies of the prayers will be available. Please bring a rosary.
Contact: Leslie Assheton at 203-463-8321

M.O.S.T. (Men Of Saint Thomas)

Men of the parish whose mission is to focus on the needs of others, and provide a helping hand to parishioners "in need" whenever possible. Each member of the group strives to develop a stronger spirituality, both personally and in relationship within the parish and Church community. Membership is open to all male parishioners, 18 years or older. MOST meets the 3rd Thursday of the month from Sept.- June.

Contact: Jim DeSabia at prjim@sbcglobal.net



Music

For the following ministries, contact Anna Jedd at 860-274-1091 or music@stthomasoxford.org

Cantors - encourage the parish to offer praise through song. We provide a guiding voice for the music sung at regular Masses, funerals and weddings. Our members rotate so we can cover each of the Masses. Rehearsal times: Alternating Wednesdays 6:00-6:30 PM in the choir loft.

Contemporary Choir - offers support to the parishioners by singing at the 9AM Mass and special services, as needed. We strive to enhance the worship experience with a contemporary style of music. Rehearsal times: Wednesday evenings at 6:30 PM alternating with Sunday mornings at 10 AM in the choir loft.

Traditional Choir - offers support to the congregation in singing at the 11AM Mass and special Holiday Masses through the use of a more traditional style of music for worship. Rehearsal times: Wednesday evenings at 6:30 PM alternating with Sunday mornings at 10 AM in the choir loft.

Musicians - enhance the liturgy by supporting the cantors, choirs and congregation, using a wide variety of musical instruments, at regular masses, funerals, holidays, weddings or as needed.

Children's Choir - welcomes all music-loving children in grades 2-8 to sing at Mass throughout November and December. This choir will sing at alternating masses during the two months and the Christmas Eve Vigil Mass. Rehearsal times are Wednesdays 4:30-5:15 PM in the choir loft.

Celebration of Life Choir - this choir will lend support to funeral masses with the expressive quality of voices and instruments. Rehearsals are during regular choir practices.