

**MINISTRY GUIDE TO GETTING INVOLVED**  
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Please use this Guide to help you choose the Ministries that utilize your own gifts, strengths and convictions. This Guide is divided into two sections:

Section 1: The strengths, gifts and convictions that are listed in the Ministry Discernment Tool.

Section 2: A description of each ministry.

Find the strengths, gifts or convictions that you personally identified and note the associated ministries. Then read the description of each ministry. Get involved in the ministerial life of St. Sylvester in a way that uses the gifts that God has lovingly given to you.

**“Each of you has been blessed with  
one of God’s many wonderful gifts to be  
used in the service of others.  
So use your gifts well.”**

**1 Peter 4:10**

# Section 1: Gifts, Strengths and Convictions

## WHAT AM I GOOD AT?

Find what you’re good at in the listing below, and see the Parish Ministries that utilize your gifts. The descriptions of these ministries are in the second part of this booklet.

<u>EMPATHY</u>	<u>LISTENING</u>	<u>FAITH-SHARING</u>
Bilingual Bread Ministry Client Services (PSM) Divorced & Separated Support Lectors Parish Social Ministry Events Prayer Shawl Ministry Transportation	Bilingual Client Services (PSM) Divorced & Separated Support Lazarus Ministry of Consolation RCIA Welcoming New Families	Baptismal Preparation Team Catechist Catechist Assistant Children’s Liturgy Team Choirs Confirmation Candidate Interviewers Divorced & Separated Support Eucharistic Ministers Leaders of Song Lectors Legion of Mary Ministry of Prayer Prayer Shawl Ministry RCIA Third Order of Carmelites
<u>VISIONING</u>	<u>SUPPORTING</u>	<u>WELCOMING/ HOSPITALITY</u>
Drawing Class Finance Committee Liturgy & Environment Stewardship Committee Watercolor Artists	Altar Linens Altar Servers Baptism Bibs Bilingual Buildings & Grounds Collection Counters Fundraising/Social Activities Gardening Club Liturgy & Environment Parish Social Ministry Events Parish Post Office Thrift Shop	Baptism Bibs Baptism Greeters Baptismal Preparation Team Bread Ministry Columbiettes Divorced & Separated Support Fundraising/Social Activities Hall Guardians Hospitality Committee Knights of Columbus Senior Circle of Friends Stewardship Committee Thrift Shop
<u>ORGANIZING</u>	<u>COMMUNICATING</u>	
Baptism Greeters Buildings & Grounds Collection Counters Finance Committee Fundraising/Social Activities Gardening Club Parish Social Ministry Events Parish Post Office Ushers/Greeters	Baptism Greeters Baptismal Preparation Team Catechist Children’s Liturgy Team Choirs Hall Guardians Hospitality Lazarus Ministry of Consolation Leaders of Song/Cantors Lectors Thrift Shop	
<u>FACILITATING</u>		
Baptismal Preparation Team Client Services (PSM) Divorced & Separated Support		

**WHERE DO I HAVE STRONG CONVICTIONS, FEEL REAL ENERGY?**

Find your strong convictions in the listing below, and see the Parish Ministries that embrace your convictions and energy.  
The descriptions of these ministries are in the second part of this booklet.

**ADVOCACY**

Client Services (PSM)  
Parish Social Ministry Events

**CELEBRATION**

Altar Servers  
Baptism Greeters  
Children’s Liturgy Team  
Choirs  
Columbiettes  
Knights of Columbus  
Leaders of Song (Cantors)  
Legion of Mary  
Liturgy & Environment  
Ministry of Prayer  
RCIA  
Stewardship Committee  
Ushers/Greeters

**COMPASSION**

Bread Ministry  
Client Services (PSM)  
Eucharistic Ministers  
Lazarus Ministry of  
    Consolation  
Ministry of Prayer  
PSM/Outreach Special Events  
Prayer Shawl Ministry  
Transportation

**EVANGELIZATION**

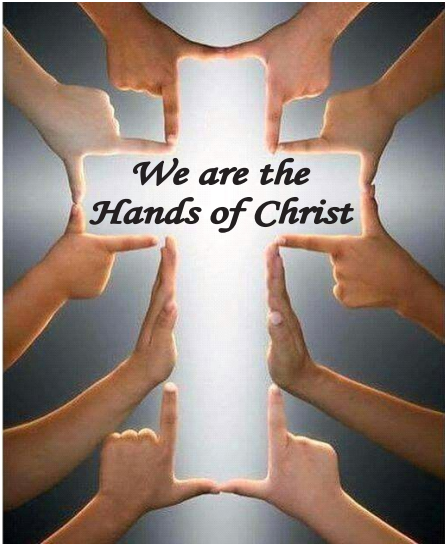
Baptismal Preparation Team  
Catechist  
Children’s Liturgy Team  
Legion of Mary  
RCIA  
Stewardship Committee

**STEWARDSHIP**

Buildings & Grounds  
Collection Counters  
Finance Committee  
Gardening Club  
Hospitality Committee  
Stewardship Committee  
Welcoming New Families

**ASSISTANCE**

Altar Linens  
Baptismal Bibs  
Bread Ministry  
Columbiettes  
Eucharistic Ministers  
Knights of Columbus  
Prayer Shawl Ministry  
Transportation  
Ushers/Greeters



**“Christ has no body now but yours.  
No hands, no feet, on earth but yours.  
Yours are the eyes through which He looks with  
compassion on this world.  
  
Yours are the feet with which He walks to do good.  
Yours are the hands with which He blesses all the  
world.  
  
Yours are the hands, yours are the feet.  
Yours are the eyes, you are his body.”  
~ St. Teresa of Avila**

## Section 2: Ministry Descriptions

GIFTED AND CALLED TO LITURGY	GIFTED AND CALLED TO FAITH FORMATION
<b>ALTAR LINENS</b> This ministry insures that all cloths and linens used at Mass and liturgical ceremonies are properly laundered. <i>GIFTS: Supporting, Assistance</i>	<b>BAPTISM BIBS</b> Members of this ministry sew baptismal bibs, representing the white garment worn by early Christians after Baptism. It is a sign of innocence and the new life of Christ. <i>GIFTS: Supporting, Welcoming/Hospitality</i>
<b>ALTAR SERVERS</b> A wonderful opportunity for members of our community to assist in the life of the parish. Boys and girls in fourth grade or above, as well as adults, are welcome. <i>GIFTS: Supporting, Celebration</i>	<b>BAPTISM GREETERS</b> Members assist at Sunday Baptisms by setting up items needed for the ceremony, welcoming the families and attending to them. <i>GIFTS: Welcoming/Hospitality, Organizing, Communicating, Celebration</i>
<b>EUCCHARISTIC MINISTERS</b> Those involved in this ministry assist the priest in distributing Holy Communion at Mass and bring the Eucharist to the homebound and nursing home. <i>GIFTS: Faith-Sharing, Compassion, Assistance</i>	<b>BAPTISM PREPARATION TEAM</b> Assists parents and godparents in gaining a fuller appreciation of what it means for their child to become a member of the Christian community through the Sacrament of Baptism. <i>GIFTS: Communication, Facilitating, Welcoming/Hospitality, Faith-Sharing, Evangelization</i>
<b>LECTORS</b> This ministry proclaims the Word of God, and leads the general intercessions at our weekly and daily liturgies as well as various celebrations throughout the year. <i>GIFTS: Communicating, Empathy, Faith-Sharing</i>	<b>CATECHISTS</b> Catechists are gifted with faith and the ability to share that faith creatively with children and adults (see also RCIA). They facilitate and lead faith formation sessions using age appropriate material provided by the parish. Catechists are also willing to further their own personal faith growth by attending workshops offered at the parish. Training is provided. <i>GIFTS: Faith-Sharing, Communicating, Evangelization</i>
<b>LITURGY AND ENVIRONMENT</b> This ministry helps create an artful and expressive environment that is conducive to worship, evoking a sense of awareness of the different liturgical seasons. <i>GIFTS: Visioning, Supporting, Celebration</i>	
<b>USHERS/GREETERS</b> Men and women who assist at weekend Masses and other services by greeting parishioners, helping with seating, taking up the collection, and guiding the people to Communion. Periodic meetings for ongoing formation and scheduling. <i>GIFTS: Welcoming/Hospitality, Organizing, Assistance, Celebration</i>	

“We are called to serve  
one another, to walk  
humbly with God.”  
Micah 6:8



## GIFTED AND CALLED TO FAITH FORMATION (CONTINUED)

### CHILDREN’S LITURGY TEAM

Twice a month at the 11am Mass on Sundays, children in Levels 1 and up are led to the Worship Room in the Parish Center, where they will hear the readings of the day, sing the Psalm response, Gospel Acclamation and recite the creed, all on an age-appropriate level. They return to the church to join the rest of the community for the Liturgy of the Eucharist (Communion). The Team is made up of catechists, musicians and adults who wish to share their time and talents with the children.

**GIFTS:** *Faith-Sharing, Evangelization, Celebration, Communicating*

### HALL GUARDIANS

Hall guardians are present in the atrium of the parish center while classes are being held. They welcome parents and children, answer questions, and direct classes and parents for special activities. Most importantly, Hall Guardians support the parish’s commitment to the safety and protection of the children and adults who are in the building. Training is provided.

**GIFTS:** *Communicating, Welcoming/Hospitality*

### RITE OF CHRISTIAN INITIATION OF ADULTS (RCIA) TEAM

Provides a welcoming environment for those who seek to become Catholic or complete their Sacraments of Initiation. A team of greeters, scripture-sharers, catechists and sponsors provide support, faith formation and hospitality.

**GIFTS:** *Evangelization, Celebration, Faith-Sharing, Listening*

### STEWARDSHIP COMMITTEE

Members of this ministry are devoted to discovering and communicating the theology and spirituality of stewardship. They invite others to get involved in parish activities, plan annual renewals of time, talent and treasure and are responsible for ministry celebrations.

**GIFTS:** *Welcoming/Hospitality, Celebration, Evangelization, Visioning, Stewardship*

## GIFTED AND CALLED TO PARISH SOCIAL MINISTRY

### BREAD MINISTRY

Volunteers gather at Clare House on Friday mornings in the spirit of friendship and hospitality to sort and distribute donated bakery goods to families in need.

**GIFTS:** *Empathy, Compassion, Welcoming/Hospitality, Assistance*

### BILINGUAL

This ministry provides Spanish-English translation for our own faith community as well as for those who call upon us for assistance.

**GIFTS:** *Empathy, Listening, Supporting, Assistance*

### CLIENT SERVICES

Those who are a part of this vital ministry assist the Parish Social Ministry Director and case worker in meeting clients’ needs. They also participate in many of the special events such as “Free Market Food Distribution,” “Back to School” and “Light Up the Holidays.”

**GIFTS:** *Empathy, Listening, Facilitating, Compassion, Advocacy*

### DIVORCED AND SEPARATED SUPPORT

This ministry acts to support those within our community who are going through the pain of separation or divorce on a one-on-one basis.

**GIFTS:** *Empathy, Listening, Faith-Sharing, Facilitating, Welcoming/Hospitality*



## **GIFTED AND CALLED TO PARISH SOCIAL MINISTRY (CONTINUED)**

### **LAZARUS MINISTRY OF CONSOLATION**

This ministry offers, on behalf of the parish, comfort and hope to the families of someone who has died. Lazarus Ministers guide the family in preparing the funeral liturgy, and also act as greeters and booklet makers for funerals.

**GIFTS:** *Compassion, Listening, Communicating*

### **MINISTRY OF PRAYER**

The homebound who are unable to attend Mass or other services are invited to become more connected to our faith community by praying. They are asked to pray, using their own style and words, for specific intentions that are left in petition boxes in the church and parish center. Active parishioners are also invited to join this ministry.

**GIFTS:** *Faith-Sharing, Celebration, Compassion*

### **PARISH SOCIAL MINISTRY EVENTS**

During the year, Parish Social Ministry sponsors “special events” designed to assist families in need within our community. Those involved in any of these events assist in coordinating and facilitating assembly and distribution of the food and/or gifts provided by the program.

**GIFTS:** *Empathy, Advocacy, Compassion, Organizing, Supporting*

### **PRAYER SHAWL MINISTRY**

A monthly gathering for the making of shawls, lap blankets and other necessities such as hats, gloves and scarves to reach out with prayer and care to others who are hurting or in need of a special blessing. This ministry strives to bring God’s love through the comfort of handmade items.

**GIFTS:** *Empathy, Compassion, Assistance Faith-Sharing*

### **THRIFT SHOP**

Assist in the sorting, displaying & sale of clothing and small household items that are made available to families at nominal cost.

**GIFTS:** *Communication, Supporting, Welcoming/Hospitality*

### **TRANSPORTATION**

Volunteers provide transportation in a variety of ways:

-Pick up and deliver food as needed.

-Provide rides to local stores, doctors, banks, etc.

-Provide rides to weekend Mass.

**GIFTS:** *Empathy, Compassion, Assistance*

## **GIFTED AND CALLED TO MUSIC**

### **SUNDAY 11:00AM MASS ADULT CHOIR**

The Adult Choir sings at the 11:00am Mass and has rehearsals on Tuesday evenings from 7:00 to 8:30pm in the church. It is open to all teens, young adults (high school and college age) and adults who enjoy all styles of music. The repertoire of music for this group calls for soprano, alto, tenor and bass voicing for rich harmony. We are always welcoming of new members, especially altos and men for balance. If you are interested in participating in the Adult Choir at St. Sylvester, feel free to get in touch with Therese and Clark Blanton, by emailing [tmkblanton@gmail.com](mailto:tmkblanton@gmail.com) or calling 631-928-0821.

### **SATURDAY 5PM MASS SINGERS**

Are you being called to lead the community in sung prayer? Do you like to sing, or just like to praise God in song? Come join the 5:00pm Mass Singers. No commitment or experience needed...just try it out! We have fun working on harmonies as we work together to support and encourage each other to use the God-given talents we have. As members of the group grow in experience, we provide cantor opportunities. Practice is held in the church at 4:00pm just before the 5:00pm Mass. For more information feel free to call Greg at 516-318-2886 or stop by after the 5:00pm Mass to say, “Hi!”

### **LEADERS OF SONG**

Those who lead our parishioners in song during weekend Masses and special Liturgies do so prayerfully and joyfully, recognizing that their ministry is about bringing those attending Mass closer to God through participation and song.

**GIFTS:** *Celebration, Communicating, Faith Sharing*

## GIFTED AND CALLED TO PARISH LIFE & ACTIVITIES

### **BUILDINGS AND GROUNDS**

Assists with the setting up of tables and chairs for various parish events, as well as light snow removal, painting, etc.

**GIFTS:** *Organizing, Supporting, Stewardship*

### **COLLECTION COUNTERS**

This ministry provides an important part of our commitment to Stewardship by being responsible for counting the treasure offered by our parishioners.

**GIFTS:** *Organizing, Supporting, Stewardship*

### **COLUMBIETTES**

An organization of unified women who encourage devotion to the Blessed Mother, perform works of charity, and promote Catholic values, community and social activities.

**GIFTS:** *Welcoming/Hospitality, Celebration, Assistance*

### **DRAWING CLASS**

This still-life drawing class meets weekly and is open to all who wish to get in touch with their artistic gifts. Previous drawing or painting experience is not required.

**GIFTS:** *Visioning*

### **FINANCE COMMITTEE**

This committee's purpose is to provide guidance to our Pastor in regard to financial accountability and management of the parish funds. Members prepare the annual operating budget and quarterly review the financial status.

### **“FUN RAISING”/SOCIAL ACTIVITIES**

Provides opportunity for parishioners to gather together for social fellowship while raising funds by sponsoring pancake breakfasts, dinners, our Holiday Fair and other parish events.

**GIFTS:** *Welcoming/Hospitality, Organizing*

### **GARDEN CLUB**

This group creates beauty by weeding, planting, mulching and maintaining flowers and bushes on our extensive parish grounds and organizes our spring and fall flower sales. A love of gardening and enjoyment of the outdoors is a necessity.

**GIFTS:** *Supporting, Organizing*

### **HOSPITALITY**

Sharing our hospitality and friendship with parish members, the Hospitality Committee serves refreshments in a cheerful and welcoming environment. Hospitality is usually offered on the second Sunday of each month after the 9am & 11am Masses and at special parish celebrations.

**GIFTS:** *Welcoming/Hospitality, Communicating, Stewardship*

### **KNIGHTS OF COLUMBUS**

The Knights of Columbus is an international brotherhood of Catholic laymen that conducts fundraising for worthwhile charities. They assist in various projects by organizing and conducting special events that promote spiritual growth and family welfare.

**GIFTS:** *Welcoming/Hospitality, Celebration, Assistance*

### **LEGION OF MARY**

The Legion, dedicated to the Blessed Mother, meets weekly to pray together (English & Spanish), arranges for home visits and prays with the residents in our area's assisted living and nursing facilities. Some members also evangelize by going door-to-door, welcoming all and distributing our parish bulletins.

**GIFTS:** *Evangelization, Celebration, Faith-Sharing*

### **PARISH PASTORAL COUNCIL**

The Parish Council is an advisory group composed of parishioners who meet with the Pastor monthly. Council members typically ask questions, raise concerns and make suggestions regarding parish issues which are then brought to the Parish Leadership for further discernment and discussion.

### **PARISH POST OFFICE**

Several times a year, this ministry gathers to prepare large mailings by folding, stuffing, sealing and sorting.

**GIFTS:** *Organizing, Supporting*

PARISH LIFE & ACTIVITIES  
(CONTINUED)

SENIOR CIRCLE OF FRIENDS

Provides opportunities for our senior parishioners to gather for social time and fun activities. They usually meet on the 2<sup>nd</sup> and 4<sup>th</sup> Fridays of the month at 12:30 pm (12 noon in the summer).

GIFTS: Welcoming/Hospitality

WATERCOLOR ARTISTS

Expand your creativity, relax and socialize. Watercolor artists, beginners and experienced, paint under the guidance of a professional. Art shows are held annually, with proceeds benefiting our Church.

GIFTS: Visioning

WELCOMING NEW FAMILIES

New families are given welcome packets with important parish information and are encouraged to become involved in parish life.

GIFTS: Welcoming/Hospitality, Listening, Stewardship

GIFTED AND CALLED TO  
SHARE YOUR TALENTS

- ARTISTS
- COMPUTER:
  - DATA ENTRY
  - GRAPHICS
- FINANCE
- LAWYER
- NURSE / EMT
- OFFICE ASSISTANT – TELEPHONES & FILING
- PAINTER AND/OR DECORATOR
- PHOTOGRAPHER
- SEWING AND CRAFTS
- SKILLED CRAFTSMAN/TRADESMAN
- SOCIAL WORKER
- WRITER

GIFTED AND CALLED  
TO PRAYER

- CHARISMATIC PRAYER GROUP
- LEGION OF MARY
- MINISTRY OF PRAYER
- THIRD ORDER OF THE CARMELITES
- WOMEN’S PRAYER GROUP

ONE-TIME COMMITMENTS

- HOLIDAY FAIR
- PARISH FUNDRAISERS
- PSM FOOD SORTS/DELIVERIES
- SEASONAL MISSAL CHANGERS
- TABLE & CHAIR SET-UP AND BREAKDOWN FOR SPECIAL EVENTS

SUPPORT GROUPS

- AL-ANON  
(FOR FAMILIES OF ALCOHOLICS)
- COMPASSIONATE FRIENDS  
(BEREAVEMENT GROUP FOR THOSE WHO HAVE LOST CHILDREN)
- DIVORCED & SEPARATED MINISTRY  
(ONE-ON-ONE SUPPORT FOR THOSE CONSIDERING SEPARATION OR DIVORCE)



"You are the light of the world. A city set on a mountain cannot be hidden. ... Just so, your light must shine before others, that they may see your good deeds and glorify your heavenly Father." ~ Matthew 5