

# St. Rita Ministries

We are a people called to be Christ for one another through Prayer,  
Eucharist, Community Involvement and Social Justice.  
-St. Rita Mission Statement



## *Liturgical Ministries*

St. Rita offers a wide range of liturgical ministries for those wishing to offer their gifts in the worship life of the community. Liturgical ministers make it possible for the community to experience themselves as an assembly of believers, ready to respond to the Gospel's call to mission and service.

Training is provided throughout the year. Most liturgical ministers serve once or twice a month at the Mass they regularly attend. For more information, please call Lisa Porter 503-252-3403 (x101) or email her at [lporter@qwestoffice.net](mailto:lporter@qwestoffice.net).

### **Ushers and Greeters**

Ministers of Hospitality really like people! As ushers and greeters, they are the first to welcome parishioners and visitors to our parish. Ushers also see to the collection and presentation of our gifts at Mass and help seat parishioners as needed.

### **Sacristans**

Sacristans prepare all that is needed for the celebration of Mass. They are responsible for opening and closing the church, setting out the bread and wine, and attending to all the other details in preparation for the liturgy.

### **Lectors**

Come, proclaim the word of God! As a lector, you will increase your knowledge of the Scriptures, deepen the assembly's understanding of God's word, and contribute to the hospitality St. Rita provides to the members of our parish family and to visitors. Comfort with public speaking is helpful.

### **Extraordinary Ministers of Holy Communion (EMHC)**

Share your love of the Eucharist with the community. Eucharistic Ministers offer Holy Communion, both bread and wine, to those gathered at every Mass. This ministry is open to all baptized and confirmed Catholics of the parish, age 16 or older.

### **Altar Servers**

The altar servers assist the priest at the altar to ensure the smooth flow of the liturgy. Any person in the third grade or older who has received their First Eucharist, is invited to become a server at Mass. Both adults and young people can be altar servers. Families often choose this ministry to do together.

### **Musicians**

If you love to sing or play an instrument, this is the ministry for you. Anyone age 13 or older is welcome to join our 10:00 Mass choir. We welcome instrumentalists, as well as vocalists. No music experience is necessary for singers. Rehearsals generally take place before 10:00 Mass. Music is provided. Contact Robert Bolton at 360-256-4670, email [arbolton@comcast.net](mailto:arbolton@comcast.net), or stop by and talk to Robert after Mass at the piano.

### **Banner Committee**

We continue to care for the banners we've made and see they are hung at the proper liturgical times. If anyone is interested in helping, call Pat Shanahan at 503-253-8810.

### **Church Decorating**

Come and join the fun! If you love flowers, like to use your imagination, or have an eye for decorating, this is the ministry for you. The Decorating Committee decides on and executes the décor of the church for the major feasts and seasons of the church year. Training is on-going.

## *Faith Formation*

### **RCIA - The Rite of Christian Initiation of Adults**

The Catholic Church welcomes those people seeking to join the church – those who have never been baptized and those who have been baptized in other faith traditions and seek to come into Full Communion with the Catholic Church. The Church tries to provide a process of formation to meet each person's needs. These sessions meet on a weekly basis and consist of prayer, Scripture, reflection, and sharing. Each person is paired with a sponsor who is a parishioner. The sponsor's role is to be a companion and offer support to those participating in the process. There are four periods in the process: Inquiry, Catechumenate, Purification / Enlightenment, and Mystagogy. A person moves from one period to the other with the celebration of rites in church. St. Rita's Parish offers an on-going process and you can start this process anytime. If you'd like more information or would like to start, please contact Barbara Stanton, 503-252-3403, ex. 104 or [b.stanton@qwestoffice.net](mailto:b.stanton@qwestoffice.net).

### **RCIA for Children**

The RCIA process is also used for children over the age of seven who have never been baptized or have been baptized in other faith traditions. It is adapted for their age level and uses the same format as the adult process. Children and their parents meet on a weekly basis and celebrate the same rites as the adults. For more information, please contact Barbara Stanton, 503-252-3403, ex. 104 or [b.stanton@qwestoffice.net](mailto:b.stanton@qwestoffice.net).

### **Adult Faith Formation**

Sessions to help adults form their faith are offered throughout the year. Information about these events is posted in the parish bulletin prior to the event. The events include Walk in Faith, Parish Retreats, Advent and Lent small groups, Bible Study, and other gatherings.

The Parish Library, located in the church near the Baptismal Font, is filled with books, DVDs, CDs, and videos on many subjects of interest. The Library is open before and after all Masses, and also during the week by appointment. Materials may be checked out on the honor system and kept as long as necessary.

### **Infant Baptism**

Preparation sessions for Infant Baptism and children under the age of 7, are held three times a year (Fall, Winter & Spring). Baptisms are celebrated Saturday during the 5:30 PM Mass, or Sunday during the 10:00 AM Mass. Contact Lisa Porter, 503-252-3403 ext. 101 or [lporter@qwestoffice.net](mailto:lporter@qwestoffice.net).

### **Liturgy of the Word with Children**

On most Sundays of the year from September through May, during the 10:00 AM Mass, children in preschool through 6<sup>th</sup> grades celebrate a Liturgy of the Word adapted to their level of understanding. They are dismissed with a blessing, leave with a catechist, and hear the Word of God in a way that they can understand and apply it to their lives. Children then return to their families and continue the celebration of Eucharist. Very young children can participate when accompanied by a parent or older sibling. Contact Barbara Stanton, 503-252-3403, ex. 104 or [b.stanton@qwestoffice.net](mailto:b.stanton@qwestoffice.net).

### **Children's Faith Formation**

Children in Kindergarten through twelfth grade meet on Sunday mornings, 11:15 AM – 12:45 PM, to pray, learn about Catholic teachings and traditions, and share their faith experiences with their catechists and one another. Sessions meet during the regular school year, September through May. Contact Barbara Stanton, 503-252-3403, ex. 104 or [b.stanton@qwestoffice.net](mailto:b.stanton@qwestoffice.net).

### **Preparation for First Reconciliation and First Eucharist**

Baptized children in second through fourth grades prepare for First Reconciliation (Confession) in the fall and First Eucharist (Communion) in the spring. Preparation for each sacrament includes six sessions for parents and children, a parent and child retreat, and participation in Sunday Faith Formation. Baptized children in

grades 5 through 12 can also be prepared to celebrate these sacraments. Please contact Barbara Stanton for more information 503-252-3403 ex. 104 or [b.stanton@qwestoffice.net](mailto:b.stanton@qwestoffice.net).

### **Confirmation Preparation**

Preparation for youth, grades 8 through 12, takes place every other year. Sessions include fun activities, prayer, Scripture, reflection, and faith sharing several times a month starting in January. Confirmation candidates are also expected to participate in Faith Formation, service work in our parish and in the community. The sacrament of Confirmation is celebrated during the Easter season. Contact Barbara Stanton, 503-252-3403, ex. 104 or [b.stanton@qwestoffice.net](mailto:b.stanton@qwestoffice.net).

## *Parish Mission*

### **Pastoral Council**

The Pastoral Council is the parish planning body. We work to communicate with groups and individuals within the parish to hear their ideas, hopes and concerns for the parish and to create a 5-Year Plan. We are an "advisory council" to the Pastoral Administrator.

The Pastoral Council meets on the 4<sup>th</sup> Monday of each month at 7:00 PM in the Religious Education Center. For more information, contact the parish office for information.

### **Finance and Administration Council**

The Finance and Administration Council advises and assists the Pastoral Administrator on parish financial and resource management and communicates our financial status to the parish. Essential duties and responsibilities of the Council required by the Archbishop include:

- Assist in the development of an annual budget.
- Advise the Pastoral Administrator on large non-budgeted expenditures.
- Ensure that annual financial reports are submitted to the Archdiocese.
- Regular review of parish financial statements and budget.
- Consult with the Pastoral Administrator on extraordinary administrative acts, including significant capital repairs or improvements.

The Council welcomes people with a wide variety of occupational and educational backgrounds. Business, accounting, legal experience is valuable as is the tradesman's knowledge and that of building and grounds specialists. Finance Council Members available to answer questions you may have:

The Finance Council meets at 7:00 PM on the third Monday of every month in the Religious Education Center. Visit a Council meeting and see what the Council does for your parish and see if you would like to contribute in a way that fulfills you and puts your strengths and talents to use. Please contact the Finance Council Chair, Mark Ezell at 503-493-7176 or [mark.ezell@icloud.com](mailto:mark.ezell@icloud.com).

### **The Welcome Committee**

The Welcome Committee is a small group of parishioners who extend a welcoming hand to our newly registered members. We work with the parish office to ensure new members are warmly welcomed into our community. We contact newcomers by phone soon after they register and offer to meet with them and get to know them. We host a New Parishioner Social 2-3 times a year so that folks can meet and talk informally over a meal in the Religious Education Center. Our purpose is to provide a simple way for new individuals and families to know that they are welcomed and wanted in our community. For more information, please contact Karen Taylor 503-539-0183 or [karent47@comcast.net](mailto:karent47@comcast.net).

## *Prayer*

### **Prayer Tree**

The Prayer Tree was established to respond to the many prayer requests of parishioners. One call to the person at the "top" of the Prayer Tree sets in motion a whole network of PRAY-ERS branching out over the entire parish. Members of the St. Rita Prayer Tree are committed to daily prayer for those requesting prayer in times of crisis, illness or for any other concerns. To request prayer or become a member of the Prayer Tree, call Marti Crawford 503-528-2691 or email at mlcjuly@ymail.com.

### **One Minute a Day Prayer**

All it takes to be part of this ministry is to set aside one minute each day to pray for the parish. There is no set time or formula you need to use. Simply pray for the well-being and growth of the parish, its parishioners and staff. The time you choose, the words you use...all are up to you. If you would like a formula, you may use the following: It takes about one minute to pray the Sign of the Cross, Our Father, Hail Mary and Glory Be, slowly and thoughtfully out loud. You can begin by making St. Rita the intention for those specific prayers. That's all there is to it!

## *Parish Social Outreach*

### **St. Vincent de Paul**

The mission of St. Vincent de Paul is to serve God by serving the poor of our local community. Our St Vincent de Paul Chapter provides food on a monthly basis to families in need. We also provide: propane (for the homeless), prescriptions, clothing vouchers, rent and utility assistance, and bus tickets as funds allow. This past year we provided food to 2,636 families. This is an increase of 23% in the number of families served over the prior year. We are able to meet the increased need because of your wonderful generosity. St. Vincent de Paul meets Wednesdays at 5:00 pm in the pantry located in the church basement. For additional information please contact Roger Rossman 503-256-6236. Volunteers are needed and welcomed with open arms.

### **Catholics Coming Home**

Have you been away from the Catholic Church for a while? Do you have questions about the faith and practices of the Church? The Catholics Coming Home Team invites anyone who answers "yes" to either of these questions, to join us for conversation. Our purpose is simply to answer any questions participants might have about their Catholic Faith, and to walk with them as they explore whether or not God is calling them back to the Church. We meet once a year for six weeks. If you are interested in participating in these sessions, call the parish office. For more information, call Barbara Stanton in the parish office at 503-252-3403 (x104) or [b.stanton@qwestoffice.net](mailto:b.stanton@qwestoffice.net).

### **Blood Drive**

Each year in early December, St. Rita hosts a blood drive for the American Red Cross. Typically, December is a slow donation month, but a very busy one in terms of need. Donors must be at least 18 years old, in good health, and willing to pass a simple screening. Donations take about one hour. Sign-ups are in November and early December. For additional information, please contact Blood Drive Chair Linda Buttler at 503-254-3888, or the parish office at 503-252-3403.

## *Pastoral Care*

### **Extraordinary Ministers of Holy Communion (EMHC) to the Homebound / Nursing Homes**

This dedicated group of ministers makes weekly visits to the homebound or those confined to nursing homes in our parish area. They bring communion, as well as the presence of the community to those unable to get out. The assignments may be short-term or long-term, depending on the needs of those involved. Visits can be made any day of the week that is convenient for both the visitor and the homebound person. Any

baptized, adult parishioner can take part in this ministry. Training is provided. For additional information, please contact Lisa Porter at 503-252-3403 (x101).

### **Funeral planning**

The Pastoral Administrator is available to assist grieving families with the preparations necessary to celebrate a Catholic funeral including a Funeral Mass, Service of the Word, Scriptural Wake or the recitation of the Rosary. Families should contact the parish office prior to visiting a funeral home to make arrangements. For more information, please contact Lisa Porter at the parish office, 503-252-3403 (x 101). A planning tool is available to use before the death of a loved one if desired.

### **Funeral Receptions/Luncheons**

The Women's Guild of the parish is available to assist with the planning and serving of a reception or luncheon following a funeral for a minimum charge. For information, contact Sande Wilhelm, 503-665-1315.

### **Sacraments of Healing:**

**Reconciliation:** The Sacrament of Reconciliation (Penance/Confession) is celebrated every Saturday between 4:00-5:00 PM in the Church. You may choose to celebrate the sacrament face to face or behind the screen.

**Anointing of the Sick:** Any Catholic who is seriously ill, facing surgery, or suffering from a long term illness either physical, or mental, is welcome to ask for the Anointing of the Sick. Arrangements can be made by contacting Lisa Porter at the parish office, 503-252-3403. We celebrate the sacrament communally twice a year in the church.

## *Buildings and Grounds*

### **Adopt-A-Bed**

Members of St. Rita's do the primary maintenance of the church grounds to keep our church property presentable. For many years, parishioners have accepted responsibility to maintain and care for one or more of the 17 identified beds, which helps reduce the number of work parties needed to accomplish this task. If you adopt one or more identified beds, you are responsible for the removal of the weeds, leaves, trash and dead plants and necessary pruning in the selected bed(s).

Fall is the time weeds begin to go to seed and leaves start to fall, so that is the time to get ready for winter. If you wish to do more, planting bulbs, flowers in season, etc., it is your option, and much appreciated. Follow your own available time schedule, but be sure the beds always look good year-round. Individuals, couples, families, organizations, service groups and companies are all invited to sign up. If you have any other ideas on landscape maintenance, call the parish office 503-252-3403.

### **Maintenance Committee**

The Maintenance Committee is a sub-group of the Finance/Administrative Council. This committee inspects parish facilities quarterly to provide input to the Finance Council for the annual budget related to building repairs and maintenance, as well as necessary expenditures for major repairs facility upgrades. Persons with a background and/or experience in construction, remodeling, electrical, plumbing and related facility care are integral to the work of this committee. To become a part of this committee, or for more information, contact Roy Garbarino, 253-5746, or the parish office 503-252-3403.

## *Parish Life*

### **Senior Rita's**

The Senior Rita's main purpose is to provide comradery and entertainment for our retired folks 55 and up. "Let's Eat Out" is everyone's favorite activity. In February, we shared a potluck with the Women's Guild. March saw us to Dragon Palace - April at Boccelli's in Gresham - May at Portland Seafood Company - June at Claim Jumper. July we went to El Indio. In August, it was Shilo Inn, and in September, we went to Famous Daves at Cascade Station.

### **Women's Guild**

Do you know that every lady in our parish is automatically a member of the Altar Society, known in our parish as the Women's Guild? The Guild supplies everything needed for the celebration of the Mass. They supply the breads, wine, linens, holy oils, candles, vestments, albs, Sacramentary, Lectionary, chalice, goblets, dishes, even visual things, such as the crucifix and the banners. Some of our major contributions have been: the elevator, blinds in the hall and drapes in the rectory. We carpeted and refurbished the confessional, replaced the old vacuum cleaner – and the list goes on.

In addition to providing these necessities, some of our ladies visit the sick or provide receptions for weddings and funerals. Our main source of income is the Women's Guild Annual Fall Festival and Bazaar held each November.

We meet September through May on the second Monday of each month at 1:00 PM in the Religious Education Center. We are divided into 3 Circles, with each Circle taking turns hosting a meeting and cleaning the church once every 3 months. When there is a large event, ladies from all 3 circles are asked to help.

The Women's Guild invites you to join us in one of the most important jobs in the parish. For more information, please contact our President, Sande Wilhelm at 503-665-1315.

### **Book & Bake Sale**

Once a year, in late Spring, the parish holds a Book and Bake sale. Parishioners donate gently used books, DVDs, CDs, video tapes and puzzles all year long and we offer them to the community for sale. Books, both hard back and paper back, fiction and non-fiction, are priced inexpensively enough to allow readers to stock up for the year. Additionally, the Women's Guild hosts a Bake Sale booth filled with wonderful homemade pastries, jams and jellies. We serve coffee and encourage everyone to take their time browsing through our stacks. For more information, contact Annie Jacobson at 503-381-2967, email – [anniej2012@gmail.com](mailto:anniej2012@gmail.com). Proceeds from the Book and Bake sale go to the parish general fund.

### **Annual Silent Auction**

On Saturday of the weekend before Mother's Day (in 2019 May 4<sup>th</sup>) we hold our annual silent auction. The event includes dinner, many exciting items and services to bid on and lots of fun. The Auction Committee meets periodically throughout the year. To learn more or to help with this exciting event, contact Eileen Mooney at (503) 412-9417 or by email [eileenmooney@gmail.com](mailto:eileenmooney@gmail.com).

### **Coffee & Donuts**

Coffee and donuts are served Sundays after the 10:00 AM Mass September to May. We have approximately 30 Coffee & Donut socials each year. These events provide an opportunity for parishioners to enjoy quality time getting to know each other and our visitors. Parishioners are also welcome to bring cakes to celebrate birthdays or other milestones. Each event takes approximately 2 hours of volunteer time. You can host one event - or more if you wish. Training provided. If you are interested in hosting Coffee & Donuts, please contact the parish office at 503-252-3403.