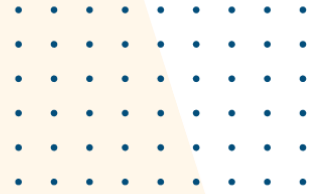


**ST THOMAS MORE CATHOLIC CHURCH**



# **MINISTRY BOOKLET**

**MAY 2024**

*“A house of welcome for all  
and a place of service to all”*



# Ministry Booklet

Dear Parishioners,

In the spirit of joy, we warmly welcome you to our community of St. Thomas More Catholic Parish Bateman. Our parish is an active and vibrant Christian community, which provides an environment for everyone to grow spiritually and truly appreciate community life and worship.

This Ministry Booklet enables you to find out more about our parish community, the Parish Teams, Parish Committees, and a variety of groups. We invite you to share your gifts and talents by joining any of our parish group of your interest and contact the parish office if you wish to make further enquiries.

In keeping with our church's motto "A house of welcome for all and a place of service to all", these ministries help to realise our parish's motto. Our goal is to keep growing our services to the community and look forward to many more people attending our prayer/devotional services and fellowship activities.

We also look forward to you stepping up to volunteer your time and talents to make our parish even more dynamic. We would be issuing Commitment forms this year when you can indicate the ministries you wish to join as a volunteer.

We hope that you and your family will find joy and peace by being part of our welcoming parish family. Please do not hesitate to make yourself known after Mass or contact us at the Parish Office if you need any assistance. Thank you!

God bless,

Rev. Fr. Phong Nguyen

**Parish Website:** [bateman.perthcatholic.org.au](http://bateman.perthcatholic.org.au)

## Parish Email Addresses

Please be advised of our parish email addresses at St Thomas More Catholic Church, Bateman Parish:

1.	Bateman Catholic Parish (Secretary)	<a href="mailto:bateman@perthcatholic.org.au">bateman@perthcatholic.org.au</a>
2.	Bateman Planned Giving	<a href="mailto:pgiving.bateman@perthcatholic.org.au">pgiving.bateman@perthcatholic.org.au</a>
3.	Bateman Pastoral Care	<a href="mailto:morecare.bateman@perthcatholic.org.au">morecare.bateman@perthcatholic.org.au</a>
4.	Bateman Catechist	<a href="mailto:catechist.bateman@perthcatholic.org.au">catechist.bateman@perthcatholic.org.au</a>
5.	Bateman Safeguarding Officer	<a href="mailto:sgo.bateman@perthcatholic.org.au">sgo.bateman@perthcatholic.org.au</a>
6.	Bateman Youth	<a href="mailto:youth.bateman@perthcatholic.org.au">youth.bateman@perthcatholic.org.au</a>

*Please contact the Parish Secretary ([bateman@perthcatholic.org.au](mailto:bateman@perthcatholic.org.au)) to update this document.*

## SAFEGUARDING MINISTRY

### ***Group: Safeguarding Programme***

Administers Safeguarding policies and procedures as directed by the Archdiocese, with support of our Parish Priest to ensure protection of children and vulnerable adults.

## FAITH FORMATION MINISTRY

### ***Group: Adult Faith Formation***

Works with the Centre for Faith Enrichment and others to develop and promote programs aimed at deepening our parish's appreciation of the Catholic faith.

### ***Group: Religious Education (RE) Program***

RE program for children from non-Catholic schools up to Year 7. Also ensure that all Parish children receive the age relevant Sacraments – Reconciliation, First Holy Communion, Confirmation and sometimes Baptism.

### ***Group: Rite of Christian Initiation for the Youth (RCIY)***

Provide the RCIY program for high school students to ensure that these children, who may have missed out on various Sacraments, have a path to Confirmation.

### ***Group: Rite of Christian Initiation (RCIA) core group and sponsors***

Responsible for guiding the formation process of catechumens and candidates. Conduct weekly presentations relating to all aspects of the Catholic faith. RCIA also offers adult Catholics an opportunity to enrich their faith journeys by being a sponsor.

### ***Group: Vocations Committee***

Promote vocation to priesthood and religious vocations. Support seminarians and prayer vigil for vocations.

## LITURGICAL MINISTRY

### ***Group: Liturgy Committee***

The Liturgy Committee supports the clergy in preparing parish celebrations. It develops guidelines, supports the various liturgical ministries and plans and reviews all liturgies within the parish.

### ***Group: Acolytes***

Appointed to attend to the services of the altar and to assist the deacon and the priest in liturgical celebrations, especially in the celebration of Mass.

### ***Group: Altar Servers***

Altar serving including main liturgical celebrations. Train young kids after their First Holy Communion to be involved in altar serving.

**Group: Extraordinary Ministers of Holy Communion**

Extraordinary Ministers of Holy Communion assist the priest in giving Communion to the assembly. They may also take Communion to the sick and elderly at home or in hospitals.

**Group: Children's Liturgy of the Word**

Primary school age children celebrate the Liturgy of the Word at the Sunday 10am Mass during the school term. The children worship and listen to the Readings and hear Christ speak to us thru the Gospel at their own level, 20-25 minutes.

**Group: Readers**

Ensure readers are available for all weekend masses.

**Group: Children Mass Planning**

Provides the children an opportunity to participate more wholly in the Mass. Children will be given the opportunity to read, re-enact the Gospel, participate in the choir and take part in the offertory, amongst other things.

**Group: Mass Greeters**

Our mission is to greet parishioners as they come to church for Mass. To make them feel welcome when handing out bulletin notices with a smile that depicts the parish motto "A house of welcome for all and a place of service to all."

**Group: Music Ministry**

Provides music for the weekend Masses (Saturday 6pm, Sunday 8am & 10am) including many special feasts. It also provides the music for children's Masses and for the celebrations of First Eucharist. Music ministry members are also available for weddings and funerals.

**Group: 6pm Music Ministry**

Provides music for 6pm Saturday Mass, twice every month including Confirmation, Holy Week and Christmas Eve, as well as weddings and funerals pending availability.

**Group: Bateman Family Choir**

Provides music for the 6pm Mass on the second Saturday of every month.

**Group: Men Alive Choir**

Men singing together for fellowship & faith formation. The group sings at Mass every month and at parish social events.

## PRAYER MINISTRY

### ***Group: Eucharistic Adoration***

We invite all parishioners to join in adoration during the exposition of the Blessed Sacrament in our church every Wednesday when the Blessed Sacrament will be exposed from 09:30 am to 11:00 am, ending with Benediction at 11:00 am.

### ***Group: First Friday of the month Adoration***

Come rest awhile with the Lord. Sit still and know that I am God. The soul yearns for peace and receives comfort from the Lord during Adoration.

First Friday Adoration from 6:00pm to 9:00pm.

***Note: Lenten Adoration every Friday in Lent after the Stations of The Cross from 06.30pm to 9:00pm***

### ***Group: Divine Mercy Chaplet***

Mission is to help propagate the faith & instil hope. Forum of worship and opportunity for benediction & sacraments of reconciliation & anointing. A beautiful, prayerful, sung devotion held in our church on the second Wednesday of each month at 7:30pm.

### ***Group: Saturday Novena to Our Lady of Perpetual Succour***

To encourage and foster personal devotion to our Mother by attending the weekly Novena in her honour. Novena is on every Saturday at 5:30pm in the church

### ***Group: Legion of Mary***

The aim is to increase the personal holiness of our members through the imitation of the virtues of Mary, foster a deeper devotion to Mary among people and undertake various apostolic works. Every Friday in Meeting Room No. 2 at 9:30am to 11am.

### ***Group: Scriptural Rosary***

Pray the rosary with scriptural reflection with others who wish to make a difference by praying for the needs of our community. Meet every Tuesday morning during school term 8:50am to 9:20am in Church or Shrine. All are welcome including children.

### ***Group: Rosary Devotion to Our Lady***

In the months of May and October, a Statue of Our Lady and some books together with a list, is left in the church foyer for parishioners to allocate one day, to have the rosary in their homes. Some people invite others to join them for prayers and others don't.

### ***Group: Pilgrim Mothers Prayer***

Meets 1st and 3rd Thursday of the month at 10am in the meeting room.

**Group: *The Travelling Chalice***

The Chalice Program is for families to pray and promote vocations to the Priesthood and Religious Life. The consecrated Chalice is a reminder of this special intention for the Church. Typically, the Chalice is kept in a parishioner's home for about a fortnight and each day, the family prays for an increase and perseverance of vocations.

**Group: *Devotion to the Infant Jesus of Prague***

This devotion is a veneration of our Lord's sacred Infancy. It is also widely known that many who petitioned before the Infant Jesus have received graces, blessings, favours and miraculous healings. The Holy Infant Jesus of Prague statue is available for prayers and devotion at your home for one-week cycle, on request, based on a rotational schedule.

**FELLOWSHIP MINISTRY**

**Group: *St. Thomas More Parish (STMP) Youth***

This youth group is for high school aged students. We focus on fun, fellowship and faith formation. Meet every fortnight on Friday from 07:00pm - 08:30pm during the school term. Come along to meet other young people, learn about your faith and make some good friends.

**Group: *St. Thomas More Parish (STMP) Young Adults (18-35 years old)***

We host monthly dinners and inter-parish social gatherings and attend outreach programs throughout the year. We also run faith formation sessions. More detail in Mass Bulletin or Parish Facebook <https://www.facebook.com/batemancatholic/>

**Note: *The youth ministry is being restructured with a new format developing.***

***This slow process will bring great rewards in the future with the enthusiasm and interest of a small group currently working to establish a new youth ministry.***

**Group: *Seniors***

Support parish seniors through fellowship and outings. Mass for seniors and morning tea is held 4 times a year. You will find dates for our meeting in the Weekly Mass Bulletin.

**Group: *Sunday Morning Tea***

Morning tea and fellowship following the Sunday 8:00 am Masses

**Group: *First Saturday & Sunday of the month coffee conversation and companionship in the courtyard***

We encourage parishioners to come together to share fellowship, meet each other, welcome new families and enjoy "real" coffee on the First Saturday of the month after the 6pm evening Mass (We will be in the meeting room if it is too cold) and First Sunday of the month after 10am Mass. This initiative began in 2023 and has received great support.

**Group: Craft**

We get together to socialise with various craft hobbies in a friendly environment e.g. knitting, crocheting etc. We have luncheons at end of terms and at Christmas. Meet every Tuesday 12:15pm - 2:15pm, except during school holidays and public holidays.

**Group: Rosary Making**

Propagating the Most Holy Rosary by making them for distribution especially for the missions. Meet every Friday afternoon, 4:00pm - 5:00pm

**Group: Shower Singers**

Singing at retirement villages and hospices to provide entertainment and comfort with songs and hymns. Fortnightly on 2nd Friday and last Friday of the Month.

**Group: St Thomas More Parish gathering for young children & their families**

Parents and Grandparents are invited to attend with their children aged 0-5yo for an informal play time in the parish hall. We will meet weekly on Thursday mornings after the 9am Mass, at 9:30am-11:00am during school term time. Caregivers must stay with the children. Bring along some toys, snacks and anything else the child needs. Some faith-based music and activities may also accompany the sessions, We are excited to meet some new families and build community with our young children.

## CARE MINISTRY

**Group: Morecare**

The pastoral care program provides short-term emergency care and practical support to those in need within the parish community. These services such as local transport, emergency meals, visiting the sick or lonely and bereavement support for those bereaved families. The services are offered by Morecare coordinators and volunteers.

**Group: Bereavement**

Supports parishioners who have suffered a recent family bereavement and visit family at their convenience either at home or outside for morning coffee

**Group: Mental Health First Aider**

Focused on promoting mental health wellbeing through networking with other mental health organisations and support groups for the benefit of our parish community.

**Group: Society of St Vincent de Paul**

Serve those in need and the forgotten, the victims of exclusion or adversity. Visits to people who seeks help by giving food, clothes, or/and furniture. We address loneliness and refer mental health issue to appropriate organisation.

## OPERATIONS MINISTRY

**Group: Finance Committee**

To provide governance and guidance on parish finances in consultation with parish priest.

**Group: IT Committee**

Governance over Information Tech, including infrastructure (server, desktop and network), parish applications, software, Internet access, security, disaster recovery and procure IT support and capital replacement. Excludes Audio Visual governance.

**Group: Sacristan Committee**

Prepare the vessels, altar and other requirements for weekday Mass and maintain the roster for this. Launder altar linens and altar servers' albs. Be responsible for keeping the sacristy and priests' vestments in good order and condition and maintaining sacristy supplies. Set up Saturday mornings for weekend Masses.

**Group: Parish Floral Ministry**

We do the altar floral arrangements weekly.

**Group: Piety Stall**

We arrange for suitable Christian materials to be available for sale to parishioners.

**Group: Sunday Cash Counters**

Count and tally weekend collections for banking.

**Group: Building Maintenance Team**

Routine maintenance of buildings, gardens, paving, electrical, mechanical and plumbing services. Renovations to facilities. Strategic planning for future renovations and capital works – obtaining quotes etc.

**Group: Shrine Garden Carers**

Clean and maintain the Marian shrine on a regular basis.

**Group: Rose Garden**

Prune, weed and tidy the rose gardens in front of the church and the presbytery area. Volunteers are rostered to look after a section of the rose garden each month.

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