

Volunteer Opportunities
Holy Trinity Catholic Church
Des Moines, Iowa
Revised July 2019

Table of Contents

[Faith Formation](#)
[Fundraising](#)
[Hospitality](#)

[Liturgy](#)
[Prayer](#)
[Service](#)

[Student Educational Resource](#)

[Faith Formation](#)

- Catechist (Teacher) Faith Formation Volunteer
- Vacation Bible School Volunteer
- Catechesis of the Good Shepherd Team
- Faith Formation Committee
- Rite of Christian Initiation of Adults (RCIA)
- Faith Sharing Group
- Scripture Study
- Teams of Our Lady
- Christian Family Movement
- Youth Ministry

[Fundraising](#)

- Parish Garage Sale
 - Omelet Breakfast (Catholic Schools Week)
 - Gala
 - Walk-a-thon
 - Holiday Boutique
 - SCRIP
-

Hospitality

- Host Easter Vigil Reception
- Parish Welcoming Committee
- Lenten Suppers
- Senior Dinners
- Prepare Meals for HT Parishioners (Funeral, Sickness)
- Coffee and Donuts
- Serving Meals for Funeral Dinners

Liturgy

- Master of Ceremony
- Liturgical Ministries
- Eucharistic Ministers
- Lector
- Greeter
- Altar Server
- Sacristan
- Music/Cantor/Choir/Schola/Instrumental
- Children's Liturgy of the Word
- Healing Mass

Prayer

- Eucharistic Adoration(set up/facilitate)
 - Taize
 - Prayer Chain
-

Service

- Sponsor Couple for Marriage
 - Fall Festival Administrative
 - Fall Festival Volunteer Shifts
 - Respect Life Committee/Activities
 - Blood Drive
 - Peace and Justice Committee/Activities (Social Justice)
 - DMARC Food Pantry Collection
 - Family Promise Shelter
 - Connection Cafe
 - CFUM
 - Counters for Sunday Collection
 - Bulletin Stuffing
 - Usher
 - Caretakers of Altar Linens
 - Caretaker of Worship Space and Sacristy
 - Sunday Nursery
 - Knights of Columbus Organization
 - Rosary Circles
 - Stephen Ministries
 - Saint Vincent DePaul Organization (both in and out of parish support)
 - Cub Scouts
 - Boy Scouts
 - Girl Scouts
 - Event Photography
 - Parish Visioning Committee
 - Childcare during Parish Events
 - Garden caretaker
 - Pastoral Ministry
 - Finance Committee
 - Volunteer Committee(recruit & maintain) NEW
-

Student Educational Resources

- Photocopying/library/office help
 - Community Engagement (PTO Events)
 - School Hospitality Committee
 - Spirit Wear
 - Back to School Night Volunteer Fair
 - Parent Ambassadors
 - Marketing Committee
 - Alumni Committee
 - Board of Education
 - School Supply Drive
 - Yearbook
 - Artist in Resident
 - Enrichment Activities
 - Enrichment Committee
 - Rewards Program (Amazon Smile, Box Tops)
 - Athletics
 - Homeroom Parent
-

Faith Formation

Catechist (Teacher)/ Faith Formation Volunteer

Teachers for the Faith Formation Program, which meets each Wednesday evening during the school year. HT's Faith Formation Program supports and enriches the faith development of Holy Trinity's public school students in the 1st through 8th grades.

John Mertes
515-255-3162 x224

Vacation Bible School

Summer day camp offered one week each summer, aimed at bringing faith to children K-5, through Bible stories, crafts, games, music and activities. Opportunities for middle school and high school, and adult volunteers.

John Mertes
255-3162 ext. 224

Catechesis of the Good Shepherd

Experiential faith formation for children ages 3-7 in a sacred space, called an "Atrium" where children encounter our Good Shephard, Jesus. Volunteers are needed to sew, paint and build materials for the Atrium and to maintain the flowers, plants and environment to keep the space beautiful for the children.

Michelle Helm
515-255-3162 x200

Faith Formation Committee

The Faith Formation Committee serves in an advisory capacity to the Pastor and Director of Faith Formation as the Parish seeks to provide lifelong formation in faith to all members

John Mertes
515-255-3162 x224

Rite of Christian Initiation of Adults(RCIA)

The Rite of Christian Initiation of Adults (RCIA) is the way by which people become full members of the Roman Catholic Church. RCIA is a faith journey in which a person is introduced to the community, beliefs, liturgy, and the apostolic work of the Church.

Jim Wilwerding
515-771-1847

Faith Sharing Group

Holy Trinity offers several different programs for the study of the Bible and our Catholic Faith.

Parish Office
515-255-3162 x128
Tisa Johnson

Scripture Study

Holy Trinity offers several different programs for the study of the Bible and our Catholic Faith.

Parish Deacons
Chris Lang
515-278-2560
Dee Marks
515-279-9148

Teams of Our Lady

“Teams” is a movement of “Married Spirituality” which brings together Christian couples united by the Sacrament of Marriage; and those who wish to deepen the graces of their Sacrament of Marriage.

Carolyn Rainey
515-255-3162 x128

Christian Family Movement

Holy Trinity’s Christian family Movement brings individuals together in small groups to discuss topics relevant to daily life.

Jean & Terry Smith
515-277-3983

Youth Ministry

Faith Formation offered to students in 9-12 grades through small group sharing and activities. The focus is on relationships of family, friends and faith. Teens are encouraged to participate fully, consciously and actively in their Church, and to share their gifts and talents with their parish and community.

Gigi Wilwerding
515-255-3162 x226

[List of Ministries](#)

Fundraising

Parish Garage Sale

Semi-annual event held each March and August to raise funds for general church budget. Volunteer opportunities include organizing, pricing and selling items donated by the parishioners.

Parish Office
Maxine Novak

Semi-annual fundraiser for Education Endowment. A full breakfast is offered after the 8:30 and 10:30 Mass

Omelet Breakfast (Catholic Schools Week)	one Sunday in January. Volunteers opportunities include cooking, serving, set up, food preparation and clean-up.	Mark and Mary Frances McAndrews 515-279-8575
Gala	Fund raiser and parish social gathering to benefit general school budget, education endowment, school and parish building funds. A large variety of goods, services, events, gatherings are offered for bidding. Dinner, dessert, drinks are provided with the purchase of a ticket. Volunteer opportunities include decorating, food preparation and service, donations, set up, checkout.	Andy Negrete Delaney Lynch 515-255-3162 x129
Walk-a-thon	Community-wide Mass on Saturday afternoon, neighborhood walk, dinner, and party to bring families and community together to raise money for the school facilities, grounds, equipment or programming. Volunteer opportunities include planning, hosting, food preparation, decorating.	Lynddi and Matt Koester
Holiday Boutique	Community-wide craft show and bake sale for PTO funding with a committed amount to the school and parish budgets. Over 100 vendors set up booths throughout the school and gym to sell their products. Volunteer opportunities include marketing, communication, decorating, serving food and baked goods, vendor support, set up and tear down.	Lynn Ernst Mary Frances McAndrews
SCRIP	Year-round fundraiser that allows the school to purchase gift cards at a discount, and sell at face value. A percentage of funds raised is credited to family accounts and the balance to offset the expenses of the school. Volunteer opportunities include picking up supplies of gift cards, selling SCRIP after weekend Masses and fulfilling orders.	Tisa Johnson Jenny King

[List of Ministries](#)

Hospitality

Host Easter Vigil Reception	To celebrate and welcome new members who entered the Church at the Easter Vigil, a party is held after the Easter Vigil service. Volunteer opportunities include serving food and setting up the reception.	Mike and Mary Mahoney 515-238-5432
Parish Welcoming Committee	A team of parishioners who reach out to new members of the parish to invite them to events, host gatherings, introduce them to other members of the parish and provide information about our parish and school.	Francis Boggus 515-822-1434
Lenten Suppers	Fish Fry offered multiple Friday evenings during Lent. Hosted by Knights of Columbus.	Andris Kirsis 515-276-6671
Senior Dinners	An annual dinner for senior members of the parish hosted by Holy Trinity's Rosary Circles.	Lisa McDonald 515-276-2532 Marcie Coleman Sally Hicks
Prepare Meals for HT Parishioners (Funeral, Sickness)	Parishioners sign up to prepare food when called upon for other members of the parish who are ill or for funeral dinners.	Carolyn Kamp Carolyn Rainey 515-255-3162 x128
Coffee and Donuts	Pick up and serve donuts, coffee and juice after Mass for parish community building.	Carolyn Rainey 515-255-3162 x128
Serving Meals for Funeral Dinners	When the need arises, volunteers provide support and comfort for the family and friends of the deceased by offering a funeral meal in the parish hall.	Carolyn Kamp

List of Ministries

Liturgy

Master of Ceremony

The Master of Ceremony sets up vessels and books needed for Mass, gives assignments to the altar servers, and ensures proper coverage of other ministries (e.g. Lectors, EM's, etc.). During Mass the Master of Ceremonies observes to ensure everything runs smoothly and provides help where needed. This ministry is open to adults and high school students.

Parish Office
515-255-3162 x128

Brad Rea

Liturgical Ministries

Small and active group whose role is to help plan liturgies through the seasons, lead church decorating, train Ministers of the Eucharist.

Carolyn Rainey
515-255-3162 x128

Eucharistic Ministers

Extraordinary Ministers of the Eucharist distributes Communion during weekend liturgies and Holy Days. Volunteers must be a Catholic who has celebrated the Sacrament of Confirmation.

Carolyn Rainey
515-255-3162 x128

Lector

Lectors proclaim the Word at the weekend liturgies as well as announcements & petitions.

Carolyn Rainey
515-255-3162 x128

Greeter

Greeters welcome people at the doors of our Church.

Need Volunteer
Carolyn Rainey
515-255-3162 x128

Altar Server

Altar Servers assist the priest at the altar before & during the liturgy. Servers are youth in 4th grade and older.

Carolyn Rainey
515-255-3162 x128

Sacristan	Sacristans ready the vessels needed at Mass and position them prior to Mass.	Carl Lorey
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Music/Cantor/ Choir/Schola/ Instrumental	People with the gift of music share their talents for a variety of occasions, including our liturgies, Faith Formation sessions, RCIA gatherings, Stations of the Cross, Vacation Bible School and other special events. Opportunities are available for cantors, singers in the Schola, or small group song leaders and instrumentalists.	Schola-Need person/255-3162 ext. 129 10:30 Tom Quiner 4:30 and 8:30 515-278-5145
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Children's Liturgy of the Word	Leads children age 4 through 4th grade during the 8:30 and 10:30 Mass. The children are dismissed after the Opening Prayer to hear the Sunday readings, homily, and participate in related activities appropriate for their understanding. They return to the church after the Offertory Hymn.	John Mertes 515-255-3162 x224
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Healing Mass	Special Mass offered a few times a year for healing of mind, body and spirit. Boy Scouts greet and assist with the elderly or disabled. Pastoral Care Minister calls parishioners to invite them to attend. Cookies and coffee are offered afterward, volunteers are lined up to provide rides.	Sandy Stacy 515-255-3762 x124
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[List of Ministries](#)

Prayer

Eucharistic Adoration (set up/facilitate)	Worship of the Lord's Eucharistic presence draws us closer to Him. Exposition of the Eucharistic Host, for adoration by all the faithful takes place in the chapel every Thursday. Individuals making a weekly commitment of one hour to ensure that Jesus is never left alone make this ministry possible. All are also welcome to drop in and spend an hour with the Lord!	Tim Stacy 515-255-5287
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Taize	Prayer service for parish community every Sunday during the season of Advent with devotion to peace and justice through prayer and meditation, song, personal reflection.	Katy Polich
Prayer Chain	Pray for parishioners or their loved ones who submit a request to the parish office through email or phone call.	Sandy Stacy 515-255-3762 x124

[List of Ministries](#)

Service

Sponsor Couple for Marriage	A Sponsor Couple is part of our Marriage Preparation Program. A parish couple acts as mentors to an engaged couple as they progress through their marriage preparation. Diocesan training involved.	Carolyn Rainey 515-255-3162 x128
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Fall Festival Administrative	Coordinate all activities prior to the day of events for Fall Festival and during the Fall Festival	Steve and Cathy Reed 515-473-2834
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Fall Festival Volunteer Shifts	A variety of volunteer opportunities to serve in shifts throughout the weekend: serving beer, serving food, preparing food, preparing baked goods, collecting and selling baked goods, running BINGO in the gymnasium, coordinating middle school students to offer children's activities, selling tickets.	Steve and Cathy Reed 515-473-2834
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Respect Life Committee/Activities	This is a group of parishioners dedicated to the sanctity of all human life from conception to natural death. The group brings attention to the parish on pro-life issues and coordinates activities and community outreach relating to the sanctity of human life.	Tom Quiner 515-278-5145
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Blood Drive	Volunteers work with the Pastoral Care Minister to make phone calls, email, assist with sign up and coordination of periodic blood drives.	Sandy Stacy 515-255-3762 x124
Peace and Justice Committee/ Activities (Social Justice)	Inactive – Needing a leader and group to form. This committee seeks to make the Gospel message of peace and justice real for our parish & community. Outreach to those who cannot speak for themselves (immigrants, disabled, any underserved.)	Parish Office 515-255-3162 x128
DMARC Food Pantry Collection	Donations are collected and dropped off at the Food Pantry location on the third Sunday of each month. Parishioners can help by bringing food or monetary donations to keep the food pantry supplied with items.	Parish Office 515-255-3162 x128
Family Promise Shelter	Helping individuals within the community in need of shelter and food. Holy Trinity partners with West Minster Church to provide meals and hosts for guests one month each year. Volunteer opportunities include preparing, serving and sharing evening meals, offering hospitality and greeting guests, serve as overnight host for families at West Minster Church.	Tom Green 515-229-6072
Connection Cafe	Holy Trinity volunteers prepare meal donations and/or serve meals to the homeless at St. Paul's Episcopal Church on the fourth Thursday of each month.	Rob Hoover 515-282-4849
CFUM	Parish Secretary works with Children and Families Urban Ministries (CFUM) to schedule groups of parishioners from HT to bring and serve meals periodically throughout the year.	Carolyn Rainey 515-255-3162 x128
Counters for Sunday Collection	2-4 individuals from different households are needed to count the weekend Mass collections on Sunday.	Parish Office Dave Long

Bulletin Stuffing	Volunteers sign up to help on stuff any extra flyers or letters in the bulletin each week.	Carolyn Rainey 515-255-3162 x128
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Usher	The ushers assist at Mass by seating people, helping with the offertory collection, answers guest's questions if needed.	Andy Negrete 515-255-3162 x129
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Caretakers of Altar Linens	Parishioners volunteer to wash, iron & care for the altar linens.	Janice Megel 515-274-0144
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Caretaker of Worship Space and Sacristy	Cleaning and maintenance of sacred spaces (Sacristy, Main Church, Altar, Day Chapel). Includes watering plants and flowers in the church, straightening materials in pews, organizing and cleaning sacristy, cleaning refrigerator, etc.	Andy Negrete 515-255-3162 x129
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Sunday Nursery	Volunteers care for the children under 3 age 3 while their parents participate in the Sunday Mass.	Volunteer Needed Parish Office 515-255-3162 x128
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Knights of Columbus Organization	National Fraternal Men's Organization that serves the parish and community, with support for Right to Life, Special Olympics, Religion Vocations, Funding for Eagle Scout Projects, Coat Give-away, Ruby Van Meter School.	Andris Kirsis 515-276-6671
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Rosary Circles	National Women's organization for Parish outreach and friendship. In 2018 Holy Trinity had 2 active circles who gather periodically throughout the year for community and to provide service to the parish and community. Examples of service projects include baking cookies for shut-ins, hosting dinner parties for HT Seniors, providing lunches for garage sale volunteers and funeral dinners, other service projects identified by school or parish (e.g. courtyard)	Lisa McDonald 515-276-2532 Marcie Coleman Sally Hicks
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**Stephen
Ministries**

Provides high quality, confidential, peer-to-peer Christ-centered care & support to persons experiencing grief, illness, job loss, divorce, or other life difficulties.

Sandy Stacy
515-255-3162 x124

**Saint Vincent
DePaul
Organization
(both in and out
of parish support)**

National Organization of men and women, helping individuals in the community in need of assistance with food, rent, utilities, bus tokens, gas, etc. Participants may make home visits to assess needs, volunteer at Des Moines SVDP food pantry. Holy Trinity serves two dinners/year at CFUM for 150 people and provided Christmas Baskets for 45 families in 2017.

Matt Dore
255-3162 ext. 128

Cub Scouts

Cub Scouts is a year-round program that offers fun activities that promote character and leadership development. Grades 1-5

Val Hopp
515-279-8281

Boy Scouts

The Boy Scouts of America is one of the nation's largest and most prominent values-based youth development organizations, providing programs for young people that build character. Scouting is adventure, family, fun, character, leadership and so much more. Ages 11-17

Jim Wilwerding
515-771-1847

Girl Scouts

Youth organization that builds girls of courage, confidence, and character, who make the world a better place. Grades K-12

Varies by grade
level

**Event
Photography**

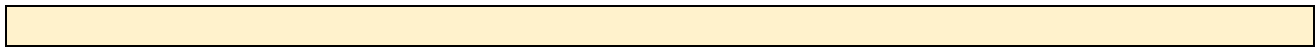
Volunteer opportunity to photograph various parish events for marketing and PR purposes. Additional need for organizing and coordinating the registration and scheduling of photography for the parish directory.

Parish Office
515-255-3162 x128

Parish Visioning Committee	Planning and Carrying out parish improvements, decision making, based on the 5-10 year plan of the Holy Trinity Visioning Report	Pastor
Childcare during Parish Events	Volunteers provide the gift of caring for children so that parents are able to participate in parish events, faith enrichment activities, or volunteer to share their talents.	Varies by event
Garden caretaker	Volunteers with a love for gardening can share their gifts with the parish by planting, weeding, landscaping, watering plants on Holy Trinity grounds throughout the Spring, Summer and Fall.	Andy Negrete 255-3162 ext. 129
Pastoral Ministry	Variety of opportunities are offered, such as Eucharistic Ministers for the homebound and hospitalized, knitting or crocheting prayer shawls, organizing and distributing donated medical supplies (Crutches, walkers, etc.)	Sandy Stacy 515-255-3162 x124
Finance Committee	Regina Montgomery	Regina Montgomery 515-255-3162 x123
Volunteer Committee (recruit & maintain) NEW	Individuals foster an atmosphere of stewardship by engaging active participation in three primary areas: Volunteer Coordination, Alumni Relations and Endowment and Fundraising. Coordinates with event chairs & parish staff and maintains data base of volunteers.	

[List of Ministries](#)

**Student
Educational
Resources**



PTO Officers	The goal of the PTO is to support Holy Trinity through fundraising, encouraging parent involvement, supporting teachers and organizing family events.	Karen Zwier Pres Lisa Hanrahan VP
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Photocopying/ library/ office help	Various opportunities to assist and support teachers and staff.	Melissa May 515-255-3162 x211
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Community Engagement (PTO Events)	Activities throughout the school year to build community among the HT families.	Beth Palmer
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School Hospitality Committee	Spread sunshine to the staff and school families through periodic luncheons and events.	Shelby Meredith Mary Frances McAndrews
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Spirit Wear	Organize the design and sales of HT's spirit wear.	Susan Fenton
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Back to School Night Volunteer Fair	Help to organize an event where families can learn about opportunities to volunteer and to participate in at HT.	PTO President Karen Zwier
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Marketing Committee		Erin Grillot 515-554-3294
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Alumni Committee		Erin Grillot 515-554-3294
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Board of Education		Ryan Fox 515-201-9331
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School Supply Drive

Promote and provide school supply packs for busy families.

Erin Besperat

Yearbook

Committee that works with LifeTouch representative and HT staff to help with production, sales, and delivery of yearbook.

Melissa Easter

Jennifer Hopkins

Artist in Residence

Helps to organize bringing artisans representing various types of backgrounds to work with students.

Candice Camling
Beth Gooking

Enrichment Activities

Meeting with students to enhance their learning at HT in before/after school clubs.

Erin Grillot
Katy Polich
Janelle Kerr

Enrichment Committee

Erin Grillot

Rewards Program (Amazon Smile, Box Tops)

Responsible for promoting various programs at school through communications, and collections.

Valerie Hopp

Athletics

Coordination of different parish athletics for the parish youth. Includes track, basketball, volleyball, cheerleading, and football.

Chris Nash, Athletic Director
515-255-3162 x121

Homeroom Parent

Communicate and facilitate classroom parties and fun activities in your child's classroom.

Toye Cody

Battle of the Books

Janelle Kerr

Lego Club

Evan Besperat

**Community
Events**

Emily Naylor

Social Media

Val Hopp

**Father-Daughter
Dance**

Gerharts/Strawns

[List of Ministries](#)