

St. Michael the Archangel Parish, Schererville, IN 46375
Ministry Position Description

Name of Ministry: Art and Environment

Purpose: Glorify God by creating a space that facilitates devout worship

Coordinator

Coordinator/Leader Responsibilities:

- Plan and maintain décor for the various feast days and liturgical seasons
- Coordinate the member working to prepare and decorating for the various feast days
- Order materials and flowers as needed
- Participate in monthly Liturgy Committee meetings

Coordinator/Leader Gifts, Talents, and Sacramental Requirements:

- Practicing Catholic in good standing with the Church
- Willingness and ability to allow members to express their creative ideas
- Know their own strengths and recognize the strengths of others and their ability to contribute

Coordinator/Leader Training/Time Commitments:

- Plan the décor for the worship space for the five major feast days and the rest of the liturgical seasons
- Lead members in putting up the décor
- Prepare for the yearly meeting
- Participate in the monthly Liturgy Committee meeting (1-1/2 hours/meeting)
- Attend workshops of days of reflection as offered
- Ensure the church décor is maintained year round (2 hours weekly, more during Christmas and Easter)

Ministers

Ministry Roles/Responsibilities:

- Assist with the preparation of the church décor for the major feast days and liturgical seasons.
- Assist in maintaining the church décor throughout the liturgical year.
- Assist in advancing ideas to be incorporated in the planning of the décor

Ministry Gifts, Talents, and Sacramental Requirements:

- Willingness to create in the church a place that facilitates devout worship
- A gift for floral design and/or any eye for decorating is helpful, but not necessary

Ministry Training/Time Commitments:

- Decorate for major feast days (5 x yearly, 2 hrs. each) and liturgical seasons
- Take down Christmas decorations (2 hours)
- Attend workshops or days of reflection as offered

Submitted by: Judy Hisick Coordinator/Leader Date: 06/04/2009