



Floreat-Wembley Parish Volunteer Form

We are seeking Volunteers for the many and varied roles available within the Parish. Please consider volunteering to enhance the vibrancy of our community and help spread the load. Your contribution is vital to the wellbeing of our parish!

Your Details

First Name:	Phone No:
Last Name:	Email:
Preferred Contact (<i>please circle one</i>):	Phone / Email

Ministries / Committees/ Administrative Support	More info required	Yes, I am willing to help	Which Church?	
			St C	OLV
Acolyte				
Eucharistic Ministers of Holy Communion				
Reader				
Commentator				
Altar Server				
Collections at Mass				
Collection Counting			<i>A parish role</i>	
Choirs				
Musicians For Mass				
Overhead Projector Operator (St Cecilia's)				N/A
CD player / USB operator for digital music (St C)				N/A
Altar Society (flowers, altar linens, etc.)				
St Cecilia's Morning Teas				N/A
Social Committee				
St Cecilia's Gardening Crew				N/A
Parish Pastoral Council			<i>A parish role</i>	
Parish Finance Committee			<i>A parish role</i>	
Liturgical Rosters			<i>A parish role</i>	
Sacramental Program – Catechist / Assistant			<i>A parish role</i>	
Parish Safeguarding Officer			<i>A parish role</i>	
Parish Project Compassion Officer			<i>A parish role</i>	
Nativity Play Coordinator				N/A
Other (<i>please specify</i>)				
<i>Parish Groups – in need of volunteers</i>				
Personal Advocacy Service				
St Vincent de Paul Society				

VOLUNTEER ROLES – MORE INFORMATION

Acolyte	Assists priest at liturgical services, especially weekend Masses (Sat/Sun)
Eucharistic Minister of Holy Communion	Assists priest with distributing the Eucharist during Mass, as needed
Reader	Reads the 1 st & 2 nd readings at Mass. Rostered between 3 - 6 times per quarter
Commentator	Reads the introduction to Mass, the Responsorial Psalm, Gospel Acclamation & Prayers of the Faithful, between 3 - 6 times per quarter
Altar Server	A child who has completed their First Holy Communion and serves at (weekend) Masses under the guidance of a serving Acolyte / priest.
Collections at Mass	This person assists with taking up the two collections at one of the weekend Masses
Collection Counting	Involves counting collection monies, recording & banking funds on behalf of parish.
Choirs	Involves singing at one of our weekend Masses. You can join our Sunday choir at OLV, or our 1 st Sunday or 2 nd Sunday choirs at St Cecilia's, or create a new one.
Musicians for Mass	Play a musical instrument at Mass to assist a choir
Overhead Projector Operator	Required at St Cecilia's only. This person uses the laptop in church to move the Mass slides along in time with the Mass (weekends only)
CD Player / USB operator for digital music	Required at St Cecilia's only. This person operates the church sound system (USB or CD Player) to play prerecorded music at weekend Masses when no choir is present.
Altar Society	Requires less than an hour, no more than once a month on a Saturday morning. Involves washing Scared vessels, watering the palms, mopping the sanctuary & sacristy floor and the washing of altar cloths.
St Cecilia's morning teas	Requires serving cups of tea & coffee and providing hospitality to visitors & parishioners alike, normally on 2 nd Sundays of the month, after 9.30am Mass, in the Parish Hall. Volunteers work in teams of three and are rostered on 2 – 3 times a year.
Social Committee	Assist with parish events/activities to create a vibrant and connected community
St Cecilia's Gardening Crew	Assists with general gardening / grounds maintenance on the 3 rd Sunday of each month from 2 – 4pm at St Cecilia's
Parish Pastoral Council	In association with the Parish Priest, Parish Councillors promote the Church's Mission in the ongoing life and development of the Parish faith community.
Parish Finance Committee	Typically meets once a month to discuss and assist the Parish Priest in the financial affairs of the Parish
Liturgical Rosters	Involves preparing the Liturgical Rosters for the parish and issuing them quarterly. Rosters encompass Acolytes, Readers, Commentators, Altar servers (& EMHC as required).
Sacramental Program Catechist / Assistant	Prepares children for the Sacraments of Reconciliation, First Holy Communion and Confirmation through our parish RE program. Involves teaching / assisting at after school classes at 4pm, Wednesdays during Terms 1 & 2 with workshops and Sacraments occurring on other days, up to Term 3.
Parish Safeguarding Officer	The parish requires a minimum of two volunteers who work together to act as a contact point for children or vulnerable persons who feel unsafe. Normally, involves enacting Archdiocesan safeguarding policies & procedures at a parish level, maintaining a parish database of relevant details & reporting to the Archdiocese as necessary.
Parish Project Compassion Officer	Project Compassion runs once annually. During this time, the Parish Officer will report on donations received and issue receipts to parishioners and reports , as required.
Nativity Play Coordinator	The parish traditionally held a Nativity Play at the 6pm Christmas Eve Mass at St Cecilia's. The Coordinator would be required to organise any children wanting to participate, assign roles, costumes, organise rehearsals, direct and oversee the play on Christmas Eve.