

TLC TEAM

Cleanliness, orderliness, and beauty are vital to creating a relaxing environment where people feel comfortable worshipping. The love and care that goes into maintaining the environment is consistent with God's love and care for us, and brings comfort and glorifies God. We demonstrate our care and love for God and others through our service, which assists the congregation in experiencing a relationship with God, and helps to fulfill the Parish Mission to love God, love others, and make disciples.

Overview of Ministry

Ensure that all areas within the church and hall are clean, in working order, have sufficient stock of supplies, and are safe and ready for guests before and after Mass. Ministers use attention to detail and a roving eye to monitor and maintain an excellent worship and social environment within the church, family room, foyer, hall and restroom areas.

Qualifications

- Adult men & women
- Willing to pitch in with whatever is needed (according to physical abilities)
- Enjoy Working behind the scenes
- Enjoy helping and tidying
- Attention to detail
- Friendly, dependable, service-oriented, follow direction

Commitment Time

- 15 minutes before and after Mass
- Occasional events: during event and 15 minutes before and after
- 1-year time period
- One-time ministry general orientation

Basic Responsibilities

- Consistently check floors and walkways for debris or unsafe situations (spills, tissues/paper or other trash, items, leaves, etc)
- Monitor restrooms, family room, church, foyer, and hall for anything out of place, unclean, odorous, or unsafe and address them immediately and discretely
- Replace devotional candles if needed
- Replace supplies such as toilet paper, tissue boxes if used, etc. as needed
- Be warm and welcoming to all as you encounter them
- After Mass: straighten books in pews, place kneelers in upright position, and remove any debris/items in pews or in book holders

Shifts (when to arrive)

- Arrive at least 15 minutes prior to Mass/event
- Saturday 4:00 PM Mass: 3:45 – 5:15 PM
 - Sunday 8:30 AM Mass: 8:15 – 9:45 AM
 - Sunday 10:30 AM Mass: 10:15 – 11:45

of Ministers Needed

- Minimum of 4 ministers for each Mass or event, if possible
- No maximum

Communication

- Flocknote under OPS > Environment
- Report to TLC Team Leader