

Our Parish Handbook

HOLY RESURRECTION CHURCH

Archpriest Paul Kucynda, Pastor

**285 French Hill Road
Wayne, New Jersey 07470
(973) 696-6572**

**Email: pkucynda@optonline.net
Web Page: www.heisrisen.org**

Welcome to Holy Resurrection Orthodox Church!

The purpose of this handbook is to acquaint you with the many aspects of our parish life.

We hope that the information it contains about...

- **Worship**
- **Educational Programs**
- **Fellowship**
- **Stewardship**
- **Parish Council**
- **Parish Ministries**
- **Membership**

...will be helpful to you.

We continually pray for the Holy Spirit to inspire us to be a loving and nurturing Christian community. We are grateful for your interest in Holy Resurrection Church and encourage your involvement and commitment.

OUR PARISH HANDBOOK

TABLE OF CONTENTS

INTRODUCTION

- **Orthodox Christianity..... 5**
- **History of the Church in North America.....5**
- **Our Parish as a Continuation.....5**
- **For Further Information.....6**

WORSHIP

- **Liturgical Services..... 6**
- **Sacramental Life..... 7**
- **Adult and Youth Choirs.....7**
- **Altar Servers..... 8**
- **Pastoral Services**
 - Home Blessing..... 8**
 - Baptisms.....9**
 - Weddings..... 9**
 - Funerals..... 9**
 - Memorials.....10**
 - Hospital & Shut-in Visitations..... 10**

EDUCATION

- **Children’s Education Program.....10**
- **Teen Education Program..... 11**
- **Adult Education Program.....11**
- **Adult and Children’s Libraries..... 11**
- **Children’s Learning Center.....11**
- **Early Childhood Music Appreciation and Development Program 11**
- **Inquirer’s Program.....12**
- **Lectures and Other Education Programs.....12**

OUR PARISH HANDBOOK

TABLE OF CONTENTS, Continued

FELLOWSHIP

- **Group Ministry..... 12**
- **Young Adult Ministry..... 13**
- **Enrichment Program 13**

STEWARDSHIP

- **Financial**
 - Financial Commitment Campaign.....14**
 - Endowment Fund.....14**
 - Wills and Bequests..... 14**
- **Time and Talent.....15**

PARISH COUNCIL.....17

PARISH MINISTRIES

- **Administrative Ministry..... 17**
- **Liturgical Ministry..... 17**
- **Education Ministry..... 18**
- **Outreach and Evangelization..... 18**
- **Finance Ministry..... 19**
- **Stewardship Ministry..... 19**
- **Group Ministry..... 19**
- **Human Services Ministry..... 20**
- **Young Adult Ministry..... 20**
- **Church Services Ministry..... 21**
- **Buildings and Grounds Ministry..... 21**

BECOMING A MEMBER OF OUR PARISH.....22

HOLY RESURRECTION ORTHODOX CHURCH

Our Parish Handbook

INTRODUCTION

- **Orthodox Christianity**

The Orthodox Church was founded by Our Lord, God and Savior Jesus Christ. It is the ark of salvation and sanctification for all mankind. It is the continuation and extension of Christ's prophetic, priestly, and kingly power.

Guided by the Holy Spirit, the Orthodox Church is the household of God with Jesus Christ at its head. The Church has struggled for almost two thousand years to bear witness in various cultural and historical settings to His birth, crucifixion, and resurrection.

The Orthodox Church's faith, discipline and worship are based on the Holy Scriptures, Holy Tradition, the Seven Ecumenical Councils, and the Holy Fathers. The Orthodox Church is One, Holy, Catholic and Apostolic. The Orthodox Church is hierarchical and conciliar in form and function. Bishops are appointed to guide, rule and teach their flocks. Priests and deacons assist them in their sacred work. The bishop is the divinely appointed teacher of the Faith and the entire Church membership--bishops, priests, deacons, and laity--are the guardians of the Faith. The Church is a eucharistic society, with the profession of the Nicean-Constantinopolitan Creed and reception of Holy Communion being the on-going criteria for membership in the Church.

- **History of the Church in North America**

Orthodox Christianity in North America was first established in Kodiak, Alaska in 1794. For more than two hundred years, Orthodox Christians in the United States and Canada have attempted to live the fullness of this sacramental and sacrificial tradition as the indigenous Church. Worshipping God in Trinity while witnessing to the Gospel of Jesus Christ is the heritage of the Orthodox Church in America.

- **Our Parish as a Continuation**

Holy Resurrection Orthodox Church was established in 1964 in Wayne, New Jersey to continue this same mission as an Orthodox Christian community accessible to all people. It is a parish within the Diocese of New York and New Jersey of the Orthodox Church in America.

As members of Holy Resurrection Church, we are encouraged to strive to be illumined and transformed into the image of Christ in our communal and personal lives. We are also encouraged to take up our cross daily and follow Him, to bear witness to His image that is in us, and manifest Him to each other and to our neighbors through our words and deeds.

- **For Further Information...**

Please obtain a copy of our most recent parish *Newsletter* which contains notices of forthcoming Feast Days, events and activities. It is our monthly forum for announcing new members, weddings, and baptisms, as well as announcing congratulations and thank you's to our parishioners. The *Newsletter* is published monthly and mailed to parishioners and friends of the parish. You can also access it and other valuable information on our web site at www.heisrisen.org.

Also available is our *Parish Photo Directory*. It contains names, addresses and photos parishioners. It may be helpful to you in identifying names and faces of fellow parishioners during your initial weeks at Holy Resurrection. Additionally, you may wish to pick up a copy of our *Parish Statutes* or the most current *Annual Parish Report*. All publications can be obtained from Fr. Paul or a member of our parish council.

WORSHIP

- **Liturgical Services**

At the center of our parish life is the celebration of the Divine Liturgy. At the Divine Liturgy we rededicate our lives, encounter the Word of God, offer the Holy Gifts and partake of them for the healing of our soul and body. The Divine Liturgy is celebrated every Sunday at 10:00 a.m. during September through June and at 9:00 a.m. during the summer months of July and August. In preparation for the Sunday Divine Liturgy, parishioners are encouraged to attend the weekly Vespers service. Vespers are served on Saturday evenings at 6:00 p.m.

Annual Major Feasts Days (with the exception of Christmas, Theophany and Pascha) are commemorated with a celebration of a Vesperal Divine Liturgy on the eve of the feast day beginning at 6:30 p.m. Minor Feast Days or Saints Days are commemorated with the celebration of the Divine Liturgy, Vespers or another liturgical service as announced in the weekly *Bulletin* or monthly *Newsletter*.

Christmas and Theophany are celebrated with Matins on the eve of the Feast Day and the Divine Liturgy on the morning of the Feast Day.

Great Lent is an opportunity for all Orthodox Christians to examine their Christian life and to come closer to God through prayer, fasting, almsgiving and participation in the Lenten services. Lenten services include the Canon of St. Andrew of Crete during the first week of Lent; the Presanctified Liturgy served on the first Friday and on all subsequent Wednesday evenings during Lent; the Memorial Service on most Friday evenings during Lent, as well as the Lazarus Saturday, Palm Sunday, and Holy Week services leading up to the Paschal celebration.

The celebration of Pascha commences at 11:00 p.m. on the eve of the Pascha, with the Nocturn Service, the paschal procession, Matins Service and Divine Liturgy. Afterwards, individual “baskets” of paschal food, prepared by parishioners, is blessed. Our tradition has been for parishioners to break the fast with one another in the church hall. Later on the morning of Pascha, the Agape Vespers are celebrated at 11 a.m. This is followed by an egg hunt for the children. The following day, Bright Monday is celebrated with a Divine Liturgy commencing at 9:00 a.m.

Please refer to the monthly *Newsletter* for the annual schedule of services for Lent, Holy Week and Pascha.

• **Sacramental Life**

All parishioners are encouraged to prepare for and partake of Holy Communion at every Divine Liturgy, at the Vespers Divine Liturgy on Feast Days, and at the Presanctified Liturgies during Great Lent. In preparation for receiving Holy Communion on a frequent basis one should receive the Sacrament of Confession at least monthly. Other preparations should include attendance at Saturday evening Vespers, the reading of the Pre and Post Communion Prayers, either at home or in church, and the keeping of a Eucharistic Fast. For Orthodox Christians, it is traditional to fast from all food and drink from midnight until receiving Holy Communion at a Divine Liturgy celebrated in the morning. To receive Holy Communion at a Vespers Divine Liturgy or a Presanctified Liturgy, you should abstain from food and drink from at least the noon hour. Please see Father Paul, should you have any questions about your own individual manner of preparation.

All active parishioners are expected to make a personal Confession at least twice a year--once during the Christmas Advent season and once during Great Lent. In addition, throughout the remainder of the year, the Rite of General Confession is offered twice a month, following Saturday evening Vespers. Regular communicants are expected to make a personal Confession or participate in General Confession at least once a month.

Other than during Advent or Great Lent, personal Confessions are heard on Saturday evenings after Vespers or by making an appointment with Fr. Paul.

• **Adult and Youth Choirs**

Adult Choir

Singing is an essential part of Orthodox worship. The adult choir, under the guidance of our director of music, Laura Barnet, has the enormous responsibility of preparing and singing the responses for all services. Using her skills and talents in liturgical music, Laura instructs the choir on adequate vocal technique and the understanding of liturgical music and text. Members of the choir are expected to attend rehearsals in order to learn new music and improve the ensemble and

vocal technique of the choir. The adult choir generally rehearses one Sunday morning following Divine Liturgy and one Saturday evening preceding Vespers each month. If you are interested in joining this ministry, please speak directly to Laura.

Youth Choir

A choir for youth, ages ten through seventeen has also been developed under the direction of Laura Barnet. In addition to learning liturgical music, the youth choir also experiences musicianship development and secular repertoire. The youth choir rehearses two Sundays a month following the Divine Liturgy. If your child is interested in being part of this group, please speak directly to Laura.

• Altar Servers

Young men between the ages of 8-17 have a unique opportunity to serve God's Church by becoming altar servers. The altar servers are divided into two groups, senior and junior altar servers. The senior altar servers serve as mentors and are responsible for overseeing and training the younger junior servers. Altar servers are assigned to a schedule and should serve all services scheduled for their assigned week (Vespers and Divine Liturgy, Vespersal Divine Liturgy or Presanctified Liturgy, if scheduled.) This ministry helps our young men develop leadership skills and responsibility, as well as being a peer ministry to one another. If your son is interested in becoming an altar server, he should contact Fr. Paul.

• Pastoral Services

The following is a general overview of the pastoral services available. If you are in need of any of these services, please contact Fr. Paul.

Home Blessings

All parishioners have the opportunity to renew their dedication to Christ in their homes by having their homes blessed each year following the Feast of Theophany. Generally, the schedule for home blessings is organized by geographic areas, as published in the January *Newsletter*. A coordinator contacts all active parishioners to schedule an appropriate time for individual home blessings on the scheduled day. If you do not receive a telephone call at least two days preceding the day for the blessing of homes in your area, please contact the coordinator. If the scheduled date cannot be accommodated by you or you would like to have your home blessed sometime during the remaining part of the year (i.e., new home), please contact Fr. Paul.

Your home should be prepared for the blessing in the following way:

- An icon or cross, a lighted candle, and a bowl of sanctified water blessed at the current year's Feast of Theophany, should be placed on a table covered by a clean, white

tablecloth. (Sanctified water will be provided if you were unable to bring some from the church.)

- Turn off all stereos, televisions, appliances, and other distractions.
- Lights should be turned on in all rooms if it is dark.
- All family members should plan to be home for the blessing. All who are present should stand
- by the table where the service takes place and join in the singing of the responses.
- The first names of immediate family members and those for whom special prayers are to be offered should be clearly printed on a sheet of paper, with a clear distinction between the living and the dead. (The dead can be indicated by a “+” before the name.)
- If it is your custom to give a gift to the priest, please present it in an envelope at the conclusion of the home blessing.

Baptisms

The Sacrament of Baptism is generally celebrated in conjunction with the Sunday Divine Liturgy; however, a baptism may also be scheduled for a Sunday afternoon or Saturday morning. All baptismal arrangements are made by contacting Fr. Paul.

Weddings

Preparations for the Sacrament of Marriage are to be made by contacting Fr. Paul *before* determining the date or planning a reception. Generally, weddings are held on Sunday afternoon or Saturday morning and are not performed during Advent, Great Lent, the Apostles’ Fast or the Dormition Fast. As part of their ministry, and by request, the adult choir is usually available to sing the responses at weddings.

Funerals

The funeral of an active parishioner generally consists of the viewing and Memorial Service held in the Church on the evening preceding the day of the Funeral. On the following morning, either a Divine Liturgy or Funeral Service is celebrated in the church followed by the interment or entombment. All of the church-related funeral arrangements are made by contacting Fr. Paul.

Memorials

A general Memorial Service is celebrated monthly before Saturday evening Vespers for all who have fallen asleep in the Lord during that month in any given year. It is usually scheduled for the last Saturday of each month. Be sure to consult the monthly *Newsletter* for the specific date. In

addition, Memorial Services are held during Great Lent and at other times throughout the year according to the liturgical practices of our Orthodox Church. If you would like to have your loved ones remembered at the Memorial Service, bring a written list of the names to be commemorated when you come to the Service.

Memorial Services can also be scheduled for other times by contacting Fr. Paul.

Hospital & Shut-In Visitations

Fr. Paul is available to make hospital visitations or home visits to “shut-ins.” It is important that he be notified whenever someone is sick or has been hospitalized, since local hospitals do not inform him when parishioners are admitted. Arrangements can be made by contacting him.

EDUCATION

Our parish offers a comprehensive schedule of educational programs for all ages. For further information about each of our educational programs, please contact our Education Coordinator.

• Children’s Educational Program

The spiritual formation of our next generation of church members is very important and has been a priority at Holy Resurrection. As a result of years of refinement and with the dedication and hard work of a number of our parishioners who volunteer as teachers and support staff, we have developed an exceptional educational program for our children.

The Children’s Educational Program places emphasis on learning and experiencing the Orthodox Christian life by becoming familiar with the life and teachings of Jesus Christ, by appreciating and celebrating the Major Feast Days, and by learning and living the history, doctrine and dynamic spiritual tradition that prepares them to become mature and responsible teens and adults. The Children’s Educational Program is open to all preschool through high school aged youth and is held weekly on Sunday mornings at 9:00 a.m. from September to May, with some exceptions as indicated in the *Newsletter* and *Bulletin*. The youth in the program also participate in the annual Christmas Tableau and other seasonal activities. If you would like to enroll your child in the program, please contact our Education Coordinator.

• Teen Educational Program

The Teen Educational Program is an enhancement of the Children’s Educational Program and adds both social and educational value to the teen aged youth of our parish. In addition to participating in their educational class on Sunday mornings, they participate in parish and

diocesan-sponsored youth retreats, volunteer for keeping the vigil on Good Friday, and participate in and help with a variety of other parish activities and charitable works. The teens also serve as mentors for the younger youth. Please contact our Teen Program Coordinator for further information.

- **Adult Educational Program**

The Adult Educational Program is offered for everyone beyond high school age. It consists of guided programs of study dealing with spirituality, worship, doctrine and Church history. The Adult Educational Program sessions are held weekly on Sunday at 9:00 a.m. from September through May, with some exceptions as indicated in the *Newsletter* and *Bulletin*. For further information, please see Fr. Paul or our Education Coordinator.

- **Adult and Children's Libraries**

In addition to the weekly Educational Programs for both children and adults, our parish offers a vast array of Church-related educational materials in the form of books, videos and cassette tapes in the parish's adult and children's libraries. All parishioners are welcome to borrow any of the materials found in either library.

- **Children's Learning Center**

The children's learning center has been established in the section of the adult library. It is open each week during the Sunday coffee hour. Individual and group projects are offered. Challenging computer programs encourage participants to deepen their knowledge of Faith-related information.

- **Inquirer's Program**

The Inquirer's Program is an opportunity for inquirers, new parishioners, as well as present parishioners who desire to learn more about the basics of our Orthodox Faith. They last for approximately one hour, with the second half of the class open for addressing questions participants may have concerning worship, doctrine, history, spirituality, the Holy Scriptures, or living and applying our Faith to daily life. The sessions are generally conducted by Fr. Paul. Please contact him for more information or to enroll.

- **Lectures and Other Educational Programs**

Throughout the year there are seminars, retreats and a variety of lecture programs offered at our church or within our diocese that provide educational opportunities for learning, growth and

fellowship. These offerings are announced in the monthly *Newsletter* and weekly *Bulletin*. Some information is posted on the parish bulletin board (located in the parish hall), and/or announced by Fr. Paul at the Sunday Divine Liturgy.

FELLOWSHIP

Healthy fellowship among parishioners is an essential part of a thriving parish community. To help foster closer ties among parishioners while simultaneously developing a more effective, efficient, Christ-centered church environment, our parish relies on a number of small groups in ministering to our larger parish family. The ultimate goal is to encourage personal Christian growth that begins with *involvement* in parish life and evolves into a genuine *commitment* to parish life.

• **Group Ministry**

Studies have shown that parishes function much more effectively and the spiritual development of parishioners is much more significant when members of the parish participate in activities in small groups. Therefore, to help foster bonds among parishioners and to improve the educational and fellowship opportunities within our parish community, active adult parishioners are joined together with those similar in age into one of six small groups. The names of groups are those of American Saints: St. Innocent, St. Tikhon, St. Alexis, St. Peter the Aleut, St. Herman of Alaska and St. Nicholas. Each group has a leader who organizes and facilitates the group's activities.

One of the main responsibilities of the Peer Ministry is to organize the weekly coffee hour that follows the Sunday Divine Liturgy. Two months a year, each group is responsible for purchasing food and supplies, setting up the food, and cleaning up after the coffee hour is over.

Each group is also encouraged to sponsor activities for the enjoyment of the members in their own particular group ministry as well as the entire parish. Some of the activities that have been sponsored by group ministries in the past are the: tricky tray (the parish's main fund raiser), family picnic, the Lenten "Soup and Surprise" following Presanctified Liturgy, covered dish dinners, apple picking, family movie nights, financial planning seminars, and special guest speakers. For further information, please see the Peer Ministry Coordinator.

In addition to the above, each group generally has two (or more) "telephone communicators" who have the responsibility of contacting all parishioners in their group to make them aware of important parish information. This "telephone chain" (also known as the Telephone Communications Network) generally is used when it is determined that parishioners should be apprised of a parish development or receive other information prior to the following Sunday.

• **Young Adult Ministry**

The Young Adult Ministry schedules events to strengthen the bonds among the parish's young adults who are approximately 18 to 30 years old. This ministry is responsible for organizing the coffee hours for Mother's Day and Father's Day, planning social activities for the group, and performing outreach by ministering to our parishioners who are in college, as well as to non-parishioners in local colleges. The members also serve as mentors for the teens of our parish. For further information, please see the coordinator of the Young Adult Ministry.

STEWARDSHIP

“Stewardship” is the managing and caring for the property and affairs of another. Since *everything* we have is on loan to us from God, we are called upon, as servants of God, to be wise and faithful stewards of *all* that we have. *Our entire life is a gift from God!* He asks that we offer back to Him in grateful appreciation the first portion of that with which we have been gifted, in the form of time, talent and money.

- **Financial**

Financial Commitment Campaign

Each year the Stewardship Ministry of our parish requests parishioners to make a financial pledge to the parish by completing a commitment card. Your financial commitment enables the parish council to plan and budget for the parish's expenses and programs for the upcoming year. The amount you give back to God is entirely your choice. As a parish community, we recommend and encourage a personal commitment of at least three percent of your monetary net income. However, whatever you decide to give, let it be a first portion percentage gift that is your expression of thanksgiving to Him Who has created us, blesses us with the material needs required for our sustenance, and continues to love us beyond measure. Please see Fr. Paul or the Stewardship Ministry Coordinator for further information.

Each month you will receive a set of offering envelopes in the mail for that month. The amount you offer is never published though a personal report of your offerings is sent to you annually at the end of each calendar year. You may use this for tax reporting purposes if you desire.

Endowment Fund

At our 1996 Annual Meeting, our parish established an Endowment Fund. The Endowment Fund functions as an *expansion fund* for the parish. With the principle in the fund always remaining untouched, as the fund grows it is anticipated that part of the annual interest will eventually be added to our operating budget. For more information or to make a gift or bequest for the Endowment Fund, please see Fr. Paul.

Wills and Bequests

As a courtesy to our parishioners and to encourage the giving of planned gifts to our parish, Attorney Lawrence Tosi has offered to prepare, without charge, simple wills, amendments to wills, or other related legal documents for anyone who desires to include our church in their estate planning. Through this service, you can remember the church in your will giving back to God some of what He has blessed you with during your lifetime. Please see Larry for more specific information.

• Time and Talent

At Holy Resurrection, we strive not only to support our parish financially but to support it with our time and talent as well. It has been our goal to have each parishioner pledge three percent of our time per week (five hours) in support of our church programs and activities. Only through actual involvement can we bare witness to our commitment to serve God and to serve our neighbor as Christ loves and serves us. We ask each parishioner to accept this challenge and offer their God-given gifts of time and talent back to God in order that we as a parish may fulfill our mission of spreading His Word.

The Stewardship Ministry of our parish conducts and maintains the records of the **Time and Talent Survey** of all parishioners. The purpose of the survey is to seek the involvement of each parishioner as a “partner in ministry” in at least one of our eleven parish ministries, as identified in the “Parish Council” section below. Each ministry has certain areas of responsibility that, together with all other ministries, make up our entire parish life. By completing the survey, you will enable us to match your talents to a need within our parish. Ultimately, your involvement will add value to your life, as well as strengthen the life of our parish community.

Some of the many opportunities available include:

- Serving as a church school teacher or substitute
- Singing in the choir
- Being a Reader
- Assisting with the coffee hours
- Volunteering for parish cleanups
- Donating food to the Wayne Interfaith Network food bank
- Making food for the Annual Education Day at St. Vladimir’s Seminary
- Helping with parish maintenance
- Serving as a host for an enrichment program
- Driving elderly parishioners to church
- Assisting with the lighting of candles and the collection of offerings
- Holding the communion cloth at liturgies
- Welcoming guests
- Decorating the church for major Feast Days
- Inviting and bringing new people to our church
- Visiting the hospitalized and homebound

If you are new to Holy Resurrection, we would like for you to complete a survey. Or if you are a parishioner and have not yet involved yourself in one of the ministries and are in need of further information, please see our Stewardship Ministry Coordinator.

Ministries Organizational Chart

PARISH COUNCIL

The operation of our parish life is directed by the parish council. The parish council consists of the priest and nine parishioners elected to rotating three-year terms. The officers of the council consist of the Senior Warden, Junior Warden, Secretary and Treasurer and, together with the priest, act as the Administrative Ministry of our parish. The four officers are selected from among the nine parish council members by their peers at a parish council meeting held immediately following the Annual Meeting held each year in November. The priest and the parish council in an effort to create orderliness in our parish life, use eleven ministries as the framework for our community life. Generally, each member of the parish council is asked to assume the role of chairperson for one of these ministries and, as such, is responsible for coordinating the activities of their ministry. Each ministry, under the guidance of the Holy Spirit, establishes their goals each year and then implements a program that incorporates the entire parish community in achieving those goals.

PARISH MINISTRIES

Below is a brief description of the eleven ministries. For each ministry's current goals and accomplishments, please see our parish's most recent *Annual Report*.

Administrative Ministry

The Administrative Ministry is headed by the parish priest and has as its members the Senior Warden, Junior Warden, Secretary and Treasurer. The Administrative Ministry oversees all long-term projects and goals, as well as daily operations of the parish. To effectively and efficiently achieve this, the Administrative Ministry oversees and coordinates the activities of the ten other parish ministries. This ministry also is responsible for coordinating all parish communications including the monthly newsletters, Sunday bulletins, telephone communications (including the "telephone chain"), community communications, press releases and annual reports. In addition the Administrative Ministry coordinates all major projects of the parish. This ministry is responsible for representing our parish to the Annual Assembly of our New York and New Jersey Diocese and to the triennial All American Council of our Orthodox Church in America.

Liturgical Ministry

The Liturgical Ministry is headed by Fr. Paul. It coordinates the liturgical life of the parish. The scheduling of and preparations for all services and liturgically-related programs fall under this ministry. This includes the adult choir, youth choir, early childhood music program, altar servers program, liturgical readers program, and all other aspects of lay participation in the Divine Services. This ministry works with the Church Service Ministry to ensure the

coordination of all liturgical activities. The Liturgical Ministry is also responsible for the publication of the many liturgical service books used in the parish.

Education Ministry

The Education Ministry develops, implements, and coordinates all educational programs and activities within our parish. Our parish offers religious educational opportunities for all ages, from preschool through adults. We have a Children's Education Program, a Teen Education Program and an Adult Education Program. The Education Ministry also sponsors and organizes retreats and workshops at our parish, as well as coordinates our parish's participation in diocesan and seminary-sponsored retreats. This ministry also maintains the parish's adult and children's libraries and reference information, and purchases and maintains our educational equipment. The Education Ministry also sponsors a number of activities for our youth throughout the year, the most notable of which is the Christmas Eve Tableau--one of the highlights of the year. In addition, this ministry honors our high school and college graduates upon graduation. It also sponsors holiday parties, movie nights, the annual egg hunt and youth charity efforts. Should you have any questions about this ministry or would like to enroll yourself or a child in one of our educational programs, please see the Education Ministry Coordinator.

Outreach and Evangelization Ministry

One of our responsibilities as Orthodox Christians is to take up His Cross and spread The Word of God. The Outreach and Evangelization Ministry is the ministry within our parish that "reaches out" to the local community, guests, new parishioners, and even established parishioners. Its role is to make Holy Resurrection an inviting parish and to make all who enter our doors feel part of our Christian family.

In order to achieve these goals, this ministry works on developing strategies and materials to reach out to our local community and assists the Administrative Ministry with publicizing the life and activities of our parish through available media. To this end, it has established a parish web site on the Internet. In addition, the Outreach and Evangelization Ministry maintains the Greeters Program, a Follow-up Program for Parish Guests and a New Parishioners Program. In conjunction with the Young Adult Ministry, this ministry maintains contact with local colleges in an effort to reach out to those students who are Orthodox or who are interested in Orthodox Christianity.

The Outreach and Evangelization Ministry is also responsible for integrating all parishioners into our parish community by encouraging greater participation in our eleven parish ministries. To achieve this, the Time and Talent Survey was prepared and is distributed so that all parishioners can ascertain the talents they have and may wish to share with our church family to help make our parish more vibrant and spiritually-fulfilling.

Finance Ministry

The Finance Ministry coordinates the financial matters of the parish. The Finance Ministry prepares the annual budget proposals for the Annual Parish Meeting, counts and deposits all financial offerings and gifts, and oversees the offering envelope system. It issues checks for all debts and obligations, remits parish assessments to our diocese, remits funds collected for annual appeals to the OCA, and oversees the Parish Endowment Fund. An auditing committee functions under the auspices of this ministry.

Stewardship Ministry

The Stewardship Ministry develops programs intended to increase each parishioner's commitment of time, talent and money. It also coordinates the maintenance of all records of individual financial gifts of parishioners. It is responsible for conducting the annual Financial Commitment Drive, the results of which are used by the Finance Ministry to plan the Annual Parish Budget.

Group Ministry

The Group Ministry, which involves the participation of the majority of our parishioners, provides various services to the parish. One of the goals of this ministry is to encourage personal Christian growth that begins with *involvement* in our parish life and evolves into a genuine *commitment* to strengthen our parish life.

To help foster closer ties among parishioners, while simultaneously developing a more effective, efficient, Christ-centered church environment, our parish relies on a number of smaller subgroups in ministering to our parish community, one of which is the **Peer Ministry Program**. In this program, the active adult parishioners within our parish are divided into one of six groups generally according to age. The groups are responsible for coordinating hospitality within our parish, such as the weekly coffee hours, and other special events, fund raisers, social activities, and educational seminars.

In addition to the Peer Ministry, the Group Ministry coordinates the "Lost Sheep Program" that reaches out to parishioners who have not been to church in a while, and visitation to parishioners who are homebound, hospitalized, or institutionalized. This ministry also organizes volunteers for charity efforts, and other activities such as the preparation of food for the St. Vladimir Seminary's Education Day.

The Group Ministry coordinates the parish's **Telephone Communications Network (Telephone Chain)**, through which the entire parish membership can be notified of an important parish development or other information. The telephone chain is initiated by a call

from the priest to the Group Ministry chairperson, informing her of information that needs to be conveyed to all parishioners. The chairperson calls the two pre-designated “telephone communicators” from each of the six Peer Ministry groups. The communicators, in turn, call all the parishioners within their group, alerting them of critical information. This networking system is an effective method of contacting all parishioners in approximately a one hour time period.

Please see the chairperson of the Group Ministry for further information.

Human Services Ministry

The Human Services Ministry coordinates the charitable and human services work of our parish. Our parish’s major charitable effort is our involvement in the **Wayne Interfaith Network (WIN)**, where parishioners donate nonperishable food to assist the needy in our local community. Receptacles are located in the church hall for your food donations. Throughout the year, our parish also conducts other appeals, such as clothing, shoe, or financial drives for those in need.

In addition, the Human Services Ministry provides parishioners with information regarding various social services programs, such as Medicaid, Medicare, and Social Security. The ministry also coordinates transportation for parishioners in need of a ride to or from Divine Services.

Young Adult Ministry

The Young Adult Ministry develops programs and activities to strengthen the bonds among the parish’s young adults who are approximately 18 to 30 years old. This ministry also organizes the coffee hours for Mother’s Day and Father’s Day and for performing outreach by ministering to our parishioners who are in college, as well as to non-parishioners in local colleges who are Orthodox Christians or who are interested in Orthodox Christianity. The members also serve as mentors for the youth in our parish. For further information, please contact the chairperson for the Young Adults Ministry.

Church Services Ministry

The Church Services Ministry coordinates all necessary preparations for Divine Services. This includes overseeing the candle desk, ushering parishioners and guests into the church, lighting the candles, preparing the Gospel stand for the reading, conducting the collection of the offerings, coordinating the adult volunteers to hold the communion cloth at liturgies, coordinating the youth volunteers assigned to usher parishioners, and the cleaning of the candle

stands, pews and general church area following services. This ministry coordinates and decorates the church for major Feast Days, such as Christmas and Pascha.

This ministry uses volunteers to aid their efforts. If you are interested in assisting with any of the numerous duties, please see the Church Services Ministry chairperson.

Buildings and Grounds Ministry

Our parish is blessed to have a large tract of beautiful property. Its maintenance and that of the buildings, fall under the jurisdiction of the Buildings and Grounds Ministry. This ministry is responsible for organizing and coordinating volunteers for the Spring and Fall Cleanups, securing all contracted maintenance services, coordinating volunteers for basic maintenance tasks, and proposing to the Parish Council any necessary repair work, improvements, or equipment purchases. If you are interested in volunteering your services or if you have any questions, please see the chairperson of the Building and Grounds Ministry.

BECOMING A MEMBER OF OUR PARISH

If you are interested in becoming a member of our parish or if you are considering becoming an Orthodox Christian, please speak to Fr. Paul. He will assist you with your journey and, with the assistance of our parishioners, make your integration into our parish life a joyful, spiritually-rewarding experience.

To become a parishioner of Holy Resurrection Church, you are requested to:

- Complete a personal data questionnaire for parish membership

- Partake of the Sacraments of Confession and Holy Communion
- Make a financial pledge for the current year
- Satisfy your responsibility for the diocesan/OCA annual assessment appeal
- Complete the Time and Talent survey which will help you identify your talents and how you can offer them to God in ways that will enrich your life.

Since 1964, Holy Resurrection Church has been an integral and exciting part of the ministry of the Orthodox Christian Church in North America.

We hope that after becoming acquainted with ***Our Parish Handbook***, you will decide to join our community and begin sharing in our rewarding and sacred work dedicated to glorifying God in Trinity and serving and loving others as Jesus serves and loves us.

