Want to get more involved in Mass?

**ALTAR SERVERS**

**Coordinator:** Fulvia Fiorani  
**Contact Phone Number:** (813) 938-5067  
**Goals/Purpose:** To assist in the liturgical celebration of the Mass. This is a special and unique ministry that retains a prominent role in the liturgical celebration.  
**Responsibilities:** Prepare all required items before Mass, assist the priest during Mass, and return all items to the sacristy after Mass.  
**Helpful Attributes:** A desire to participate in a more intimate way during the Holy Sacrifice of the Mass.  
**Time Commitment:** 30 minutes before Mass; duration of Mass; 10 minutes after Mass.  
**Training Required:** Yes

**LECTORS**

**Coordinator:** Diane King  
**Contact Phone number:** (813) 633-3083  
**Goals/Purpose:** To prayerfully prepare, practice and proclaim the Scripture readings so the congregation is informed and inspired. To make announcements prior to Mass and present the intercessions after the Creed.  
**Responsibilities:** Lectors arrive at the Church at least 30 minutes prior to Mass prepared to announce/proclaim the readings for the day. They are familiar with the Lectors’ Training Outlines for weekend and/or weekdays regarding proper behavior for processing in and out and movement up and down.  
**Helpful Attributes:** Commitment to spiritual growth through study/prayer with Scriptures; presence and poise when using a microphone; well-modulated voice that carries well. An ability to proclaim the Word with enthusiasm and meaning, able to process in and out, carry the Book of Gospels, and make several trips up and down the stairs to the Sanctuary.  
**Time Commitment:** 1 to 2 Masses per month on Weekends, 3-4 Masses per month on Weekdays. Willingness to attend Lector Practice.  
**Training Required:** Yes  
**Meeting Schedule:** Lector Practice, monthly, first Saturday, 9:00 a.m. to 10:00 a.m. in the Church.

**USHERS**
Coordinator: Michael McCluskey/Karen Fernandez-Valentine
Contact the Parish Office: (813) 634-2328

Goals/Purpose: To extend hospitality to parishioners and guests that fosters a welcoming atmosphere for all who enter the doors of our church.
Responsibilities: Seating and well-being of each parishioner and guest, assist people in need, oversee collections during Mass, clean pews after Mass, maintain lost and found, stock bulletins, assist at providing directions during Communion.
Helpful Attributes: Welcoming and positive attitude, willingness to serve, attention to detail.
Time Commitment: As needed
Training Required: Yes

Greeters

Coordinator: Karen Fernandez-Valentine
Contact the Parish Office: (813) 634-2328

Goals/Purpose: To help make parishioners and guests feel welcome at Prince of Peace Catholic Church.
Responsibilities: Greeters arrive a half-hour before Mass begins, and they stand outside of the church to welcome people as they gather. They open the doors, assist the disabled, and warmly greet parish family and visitors who are attending Mass.
Helpful Attributes: Caring person who enjoys working with people.
Time Commitment: As needed
Training Required: Yes
Meeting Schedule: Bi-mothly on the third Thursday at 9:00 a.m.

Extraordinary Ministers of Holy Communion

Coordinator: Judy Betts
Contact the Parish Office: (813) 634-2328

Information: Extraordinary Ministers of the Eucharist play an important role in the celebration of the Eucharist. By assisting with the distribution of the Holy Eucharist during Mass, each minister serves in a way that is both a great privilege and a form of humble service.
Responsibilities: Must be commissioned by the pastor.
Time Commitment: As needed
Training Required: Yes
Meeting Schedule: As needed

Arts and Environment Ministry

Coordinator: Karen Fernandez-Valentine
Contact Phone Number: (813) 634-2328
Goal/Purpose: Art and Environment committee members assist in the planning for liturgical environment and preparation of a hospitable and prayer atmosphere in the worship space in correlation with the changing seasons of the liturgical year.

Responsibilities: The Art and Environment committee is responsible for the church environment. In decorating the church, the committee considers the places where Christ is fully present: the altar, the ambo, the presider’s chair, and the assembly. The seasons of the Church year dictate the colors and materials that are used in decorating the church. The environment of the Church grounds is also a project of the Art and Environment committee. Planning is done for plantings from the Spring through the Fall clean-up.

Helpful Attributes: Members of the committee are expected to have or to develop an interest in and appreciation for artistic principles in general, liturgical art, liturgical seasons, and the principles of liturgical decorations.

Time Commitment: Third Tuesdays, 1:00 p.m. and as needed

Training Required: None needed

Deepen your spiritual life

SAN DAMIANO FRATERNITY,
SECULAR ORDER FRANCISCANS

Coordinator: Pat Wolfert, OFS
Contact Phone Number: (813) 210-5902
Goals/Purpose: To emulate Saint Francis of Assisi’s great love of God, devotion to the Gospel and the Cross of Christ, and joyful appreciation of the beauty of all of God’s creation.
Responsibilities: Our vocation is to strive to achieve holiness in our lay state, while bringing the Gospel message to the world through the example of our lives. We also lead the congregation in the First Friday devotion of the Divine Mercy and the annual Divine Mercy Sunday Service.
Helpful Attributes: Devotion to St. Francis and a willingness to serve the Prince of Peace community and others.
Time Commitment: 2 to 3 hours per month (minimum)
Training Required: Yes (3 years of formation/study)
Meeting Schedule: General Meeting: Frist Saturday (September to June) following the 8:00 a.m. Mass
Meeting Location: Rooms 1 and 2

Discalced Carmelite Order

Coordinators: Tricia Palmer and Cornelia Tiongson
Contact Phone Number: (941) 729-7871
Information: The Discalced Carmelite Order was founded in 1562 by St. John of the Cross and St. Teresa of Avila. (“Discalced” comes from a Latin word meaning “barefooted”. Ann The Secular Order of the Discalced Carmelites welcomes
those of the faithful who, feeling called by God, undertake to live an evangelical life of fraternal communion imbued with the spirit of contemplative prayer. The Secular Carmelites live their lives in imitation of the Blessed Virgin Mary, and follow the spiritual journey as laid out by the example and teaching of St. Teresa of Avila, St. John of the Cross, and other Carmelite saints.

**Time Commitment:** One year as guest/discernment. Fall Commitment to Formation and monthly meetings. One year formation for scapular. 2 years formation for first promise. 3 years formation for definitive promise.

**Meeting Schedule:** Weekly formation, community meeting monthly on 1st Friday at 9:00 a.m. in Rooms 1 & 2 of the Conesa Center. First Thursday Mass for Priests and prayer for Priests.

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**Charismatic Prayer Group**

**Coordinator:** Tom Vormwald  
**Contact Phone Number:** (813) 633-3479  
**Goals/Purpose:** To put Jesus Christ, our Savior, first in our lives, and calling on the Holy Spirit to become active within us, thereby deepening our relationship with the Lord.  
**Responsibilities:** Placing Jesus in the center of our lives through the Holy Spirit at all times. Thanking, praising, and worshipping Him with songs, scripture readings, prayers, and evangelizing to others.  
**Helpful Attributes:** Being baptized in the Holy Spirit brings forth charismatic spiritual gifts given to you by the Spirit.  
**Time Commitment:** 1 to 2 hours per week  
**Training Required:** No  
**Meeting Schedule:** Every Monday, 9:15 to 11:00 a.m.  
**Meeting Location:** Room 5

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**A Heart for Service**

**Knights of Columbus Project Hunger**

**Coordinator:** Leo Pelzel  
**Goals/Purpose:** To collect non-perishable food and monetary donations in support of Our Lady’s Pantry at Our Lady of Guadalupe Migrant Mission in Wimauma, FL.
**Responsibilities:** To set out barrels at each Mass on the 1st weekend of each month; to collect the food and pack it in the containers in the bell tower storage room; to load containers on trucks every Monday for transport; to count and bundle money and turn into the parish office on Monday.

**Helpful Attributes:** A strong back and honesty regarding money.

**Time Commitment:** 1 to 2 hours each 3rd weekend of the month

**Training Required:** Yes

**Meeting Schedule:** Knights of Columbus Business Meeting, 2nd Tuesday of the month at 6:30 p.m.

**Meeting Location:** Conesa Center

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**OUTREACH EXTRAORDINARY MINISTERS OF THE EUCHARIST**

**Coordinator:** Judy Betts

**Contact Phone Number:** (813-634-2328)

**Information:** A response to your baptismal call to serve God’s people by assisting the priest in the distribution of Holy Communion within the community

**Responsibilities:** To fulfill weekly assignments for the distribution of Holy Communion to those unable to attend Mass in church. A Eucharistic Minister shares the Bread of Life with others.

**Helpful Attributes:** A strong commitment to Christ and the Church as evidenced by a life lived in conformity with all that the Church teaches.

**Time Commitment:** A half hour, once a week

**Training Required:** Yes  
*Training provided (1 hour)*

**Fingerprinting Required:** Yes

**Meeting Schedule:** Once a week

**Meeting Location:** Hospital, Assisted Living Facilities, or parishioners’ homes within our community

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**BEREAVEMENT HOSPITALITY**

**Coordinator:** Jeff Stephanz

**Contact Phone Number:** (813) 634-2328

**Goals/Purpose:** To provide a pre-planned, catered lunch for family and friends after a funeral Mass.

**Responsibilities:** Serve a buffet-style lunch and refreshments. No cooking required.

**Helpful Attributes:** Caring heart and the desire to help others.

**Time Commitment:** 3 hours per lunch

**Training Required:** Yes  
*Training provided (1 hour)*
**Meeting Schedule:** As needed per a family’s request  
**Meeting Location:** Conesa Center

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**SOCIETY OF**  
**ST. VINCENT DE PAUL**

**Coordinator:** Judy Mohl  
**Contact Email:** jvmohl@gmail.com  

**Information:** A Catholic organization formed in 1833, the Society of St. Vincent de Paul was founded to serve the poor and the needy. Over the past 180 years, the Society has expanded to 135 countries worldwide and now has more than 120,000 members in the United States. The Prince of Peace Conference of the Society of St. Vincent de Paul provides aid to those in need who are living within the Sun City Center and Wimauma areas. Individuals and families facing emergencies can visit with Conference members who will try to assist with compassion, advice, and occasional financial aid.

**Responsibilities:** Interviewing clients every Tuesday. Organizing the payment of electricity, water, and rent for individuals/families when need is determined.

**Helpful Attributes:** Compassion and patience.

**Time Commitment:** 3 to 4 hours per week  
**Training Required:** Yes  
**Meeting Schedule:** Second Thursday of each month  
**Meeting Location:** Room 5

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**Faith, fellowship, and service**

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**LADIES ANCIENT ORDER OF HIBERNIANS**

**Coordinator:** Charlene Hollars  
**Contact Phone Number:** (574) 286-2732  

**Goals/Purpose:** To promote friendship, unity, and Christian charity; to foster and sustain loyalty to country and community and to encourage civic participation; to aid and advance by all legitimate means the aspirations and endeavors of Irish people for complete and absolute independence; and to foster the ideals and perpetuate the history and traditions of the Irish people and to promote Irish culture.
Requirements: Must be a Roman Catholic woman of Irish birth or descent. Also may join if husband is Irish and a member of men’s Ancient Order of Hibernians.

Time Commitment: Varies

Meeting Schedule: First Tuesday of the month, from 6:30 until 8:30 p.m.

Meeting Location: Conesa Center

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**Knights of Columbus**

**Bishop McLaughlin Council # 7282**

Coordinator: Fred Kunkel

Contact Phone Number: (317) 409-6543

Information: The Knights of Columbus is recognized throughout the Church as the pre-eminent Catholic men’s service organization. Members of the Knights of Columbus are devoted to supporting all parish programs and providing fundraising for charities. It is our aim to provide financial assistance for seminarians from our diocese, to assist in the Special Olympics, and to volunteer at local food pantries.

Responsibilities: Attend monthly meetings and participate in social events.

Requirements: Must be an active, practicing Catholic male.

Time Commitment: 3 hours per month

Training Required: No

Meeting Schedule: Second Tuesday of each month at 6:30 p.m.

Meeting Location: Conesa Center

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**Knights of Columbus**

**Prince of Peace Assembly #2533**

Coordinator: John Killibrew

Contact Phone Number: (423) 718-2361

Information: Enrich your commitment to your country and the Order by joining the highest and most prestigious degree in the Knights of Columbus: the Fourth Degree. The Fourth Degree is a group of outstanding Knights who are dedicated to promoting patriotism enlightened by our Catholic faith. These Knights are united by the Fourth Degree to provide assistance with all programs of the Knights of Columbus and any projects organized by the parish. We also help strive to support our diocesan seminarians.

Responsibilities: Attend monthly meetings and participate in social events. Donate time to Haley Veterans Hospital, the monthly parish pancake breakfasts, and Respect Life causes.

Requirements: To qualify for the Fourth Degree, one must be over 18 years of age, be a citizen of the United States, have
served in the First Degree for at least 12 months, be a Third Degree member in good standing, and have served the Order, the Church and the community with distinction.

**Time Commitment:** 4 hours per month

**Training Required:** No

**Meeting Schedule:** Third Monday of each month at 6:30 p.m.

**Meeting Location:** Conesa Center

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**WIRE AND CORD ROSARY MAKERS**

**Coordinator:** Mary Christiansen

**Contact Phone Number:** (813) 642-0179

**Goals/Purpose:** To assemble Rosaries to be sent to missions throughout the world and for those in assisted living facilities, in the hospital, the homebound, and for distribution to other church ministries.

**Responsibilities:** There are many jobs in the Rosary-making process, from counting beads to assembling the Rosaries.

**Time Commitment:** 1 to 2 hours per month

**Meeting Schedule:** First Monday of the month at 1:00p.m. Members are welcome to brown bag lunch at Noon.

**Meeting Location:** Rooms 7 & 8

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**PEACE NEEDLERS**

**Coordinators:** Marilyn Goodwin and Barbara Wheeler

**Contact Phone Number:** (813) 633-1546 or (813) 812-6710

**Goals/Purpose:** To crochet, knit or sew items to be donated to local nursing homes, cancer centers, baby clinics, hospice and V.A.

**Responsibilities:** Collect yarn from parishioners who donate and provide yarn to members to work at home. We also distribute completed projects to various places.

**Helpful Attributes:** The desire to provide for others.

**Training Required:** No

**Fingerprinting Required:** No

**Meeting Schedule:** Second Tuesday of every month from 9:15 to 10:15 a.m. (excluding summer months)

**Meeting Location:** Room 9 & 10
**Moved by Mercy**

**Bereavement Support Group Facilitator**

**Coordinator:** Jeff Stephanz  
**Contact Phone Number:** (813) 634-2328  
**Information:** Remembering the promise of the passion and resurrection of Jesus, we offer encouragement, support, and guidance through the various stages of grief and loss within a confidential environment.  
**Responsibilities:** Inspire hope while providing an opportunity for individuals to work through their grief.  
**Helpful Attributes:** Compassion and empathy.  
**Time Commitment:** 2 hours per week for a six week session  
**Training Required:** Yes *Training provided (2 hours)*  
**Meeting Schedule:** Once a week for six weeks. Multiple sessions are offered throughout the year  
**Meeting Location:** Conesa Center  

**Health Ministry**

**Coordinators:** Barb Caleca  
**Contact Phone Number:** (813) 634-2328  
**Information:** Promoting whole-person wellness throughout the parish community through programming, bulletin articles, nurses hours, and blood pressure checks.  
**Helpful Attributes:** To be a parish nurse, you must have an active FL license. You can be a member of the ministry if you are interested in helping others and do not need a medical background.  
**Time Commitment:** 1-2 hours per month  
**Training Required:** No  
**Meeting Schedule:** Second Tuesday of every month at 9:00 a.m.  
**Meeting Location:** Library in Conesa Center  

**Respect Life**

**Contact Parish Office:** (813) 634-2328  
**Goals/Purpose:** To proclaim God’s truth that the gift of human life is sacred from the moment of conception to natural death.  
**Responsibilities:** Assist with the coordination and planning of various Respect Life campaigns and projects, to pray at Tampa Women’s Health Center for an end to abortion.  
**Helpful Attributes:** A positive attitude  
**Time Commitment:** Flexible  
**Meeting Schedule:** Second Saturday of each month, after 8:00am Mass.  
**Meeting Location:** In front of Tampa Women’s Health Center (Abortion Clinic) 2010 East Fletcher Ave Tampa, FL 33612. Carpool available after 8:00 a.m. Mass.

**Behind the scenes**
SACRISTAN ASSISTANTS

Coordinator: Cheryl Childers
Contact Phone Number: (217) 213-7267
Contact Email Address: campcheryl11@gmail.com

Goals/Purpose: To provide behind-the-scenes assistance for the preparation of all liturgical celebrations and to ensure that each liturgical service is spiritually meaningful for our worshipping community.

Responsibilities: Caring for vestments, sacred vessels, linens, sacristy supplies, and other liturgical items.

Time Commitment: As needed
Training Required: Yes

PARISH PRAYER LINE

Contact the parish office: (813) 634-2328

Information: As part of an important ministry of the parish, the volunteers of the prayer line support the parishioners of Prince of Peace and their intentions through prayer.

Process of Adding Intention to the Prayer Chain: If you or a loved one is ill or awaiting surgery, please contact the parish office with your intention request. Your prayer request will be forwarded to the priests serving at the parish, the pastoral outreach coordinator, and to the prayer chain.

Volunteers: To volunteer to be a member of the prayer chain, please contact the parish office.

Time Commitment: Varies

MONEY PROCESSORS

Coordinator: Maureen Vilcheck
Contact Phone Number: (813) 634-2328
Contact Email Address: maureen@popcc.org

Goals/Purpose: To support the parish through the accurate accounting of treasure.

Responsibilities: Process Sunday Mass and special collection envelopes by removing the donation, marking envelopes, counting cash and checks, and preparing the deposit slips for the bank.

Helpful Attributes: Responsible with money, experience in accounting, knowledge about operation of copy machine, and ability to use an adding machine.

Time Commitment: 2 to 4 hours per week
Training Required: No

Meeting Schedule: Monday mornings
Meeting Location: Parish Office Workroom

Lend a Helping Hand
PARISH GIFT SHOP

Coordinator: Maureen Vilcheck
Contact Phone Number: (813) 634-2328
Contact Email Address: maureen@popcc.org
Goals/Purpose: To support the mission of Prince of Peace Catholic Church by offering an assortment of wonderful Catholic items, including: jewelry, statues, prayer books, rosaries, etc.
Responsibilities: Open gift shop before and after Masses and on special occasions. Restock gift shop items as needed.
Helpful Attributes: Responsible with money, enjoy talking with others, willingness to help others.
Time Commitment: 1 to 2 hours per week
Training Required: Yes

STEWARDSHIP COMMITTEE

Coordinator: Michelle Szczepanski
Contact Phone Number: (813) 634-2328
Contact Email Address: michelle@popcc.org
Goals/Purpose: To encourage and celebrate the use of the time, talent, and treasure of the parishioners of Prince of Peace for the glory of God.
Responsibilities: To plan community enrichment events, manage volunteers, and complete other tasks as pertaining to the goal of cultivating a spirituality of stewardship within the community.
Helpful Attributes: Willingness to serve, strong faith, and living a life of stewardship.
Meeting Schedule: 2nd Wednesday of every month at 1:00 p.m.
Training Required: No