

August 20, 2017

Twentieth Sunday in Ordinary Time

Sacred Heart Catholic Church

Archdiocese of Galveston-Houston

Rev. Michael J. Truongluan Nguyen, C.Ss.R., Pastor

Deacon Don Ries • Deacon John Placette • Deacon Tokha Thomas Hoang, C.Ss.R.



507 South Fourth Street, Richmond, Texas 77469

LOOK! NEW WEBSITE ADDRESS:

www.sacredhrt.com

281-342-3609

**Twentieth Sunday in Ordinary Time,
Year A,
August 20, 2017**

If you were to be called a dog, how would you react? Well, considering how much we love our pets, I think some would be more offended for the dogs around the world rather than for the person being called a dog!

All kidding aside, though, Jesus' actions and words in this week's Gospel seem to be perplexing. Why does he seem to treat this Canaanite woman with such contempt in the first moments of their meeting? Is this the same Jesus that said, "Learn from me, for I am meek and humble of heart?" Undoubtedly, yes. Then the only question is, "Why such words?"

To understand why Jesus originally acts in this way, we must understand its historical context: Jesus was born a Jew from the tribe of Judah, who in turn are a part of the Twelve Tribes of Israel. These Twelve Tribes received a covenant from God (for us, the Old Covenant) giving them the right to be called children of God. Because the Israelites are God's people, other people who are not born of their heritage are considered to have less dignity. These people, called Gentiles, are often looked upon by the Jews with contempt, which is why Jesus comments that the Gentiles are dogs. These comments were part of the culture, and not necessarily a part of what Jesus actually thought of her.

Today, we would call this kind of attitude toward others culturally racist. But we must keep in mind that the belief in the superiority of the Jews comes from how God chose Israel from among all other nations to become His people. The bias is based on theology. Jesus' words and actions reflect the mentality that the people of the first covenant are the first beneficiaries of the Good News that the Kingdom of Heaven is near.

Another point to consider when reading this biblical passage is its literary context—namely, where it is located within the narrative of the Gospels. In Chapter 10:6 (a few chapters before this one takes place) Jesus tells his disciples not to go to the Gentiles, but only to the lost sheep of Israel. The whole narrative after this shows his mission of trying to win the Jews' conversion through the preaching of parables, healing, and

various other miracles. However, he is met with resistance, mainly from the religious authorities such as the Pharisees. After a particular argument about breaking the tradition of the elders (see Matthew 15:1-20), this current story about the Gentile woman takes place. While the children of Israel are being stubborn of heart and quibbling with Jesus because of pride, here comes this Canaanite, a Gentile, who humbles herself in front of Jesus. Even though Jesus seems to insult her, she still puts her pride aside and begs him to heal her daughter, for she has true conviction that he is God.

In the end, Jesus praises this woman for her faith and instantly does what she asks. This shows that in truth, Jesus truly did care for the woman; he merely wanted to point out her status as a Gentile as a teaching tool. Here is a woman, an outsider, who shows complete faith in Jesus even in the midst of rejection. Contrast that to the insiders of the faith, the Jews, showing a complete rejection of him despite his convincing arguments and miraculous signs from God.

The Canaanite woman is a wake-up call for all of us, for she reminds us that being Christian, being Catholic, or being born into the covenant with God does not automatically make us into disciples or believers. She teaches us that faith is a choice, and that in order to really believe in the Lord, we must be willing to humble ourselves and to follow Him no matter how humiliated we become. In the end, we must recognize that in truth, we do not deserve God's love and mercy at all. And yet God is still willing to give them to us all the same.

Let us pray that we will have the humility, the conviction and the perseverance of this Canaanite woman.

Deacon Thomas Hoang, C.Ss.R.



Parish Offices

Church Office: 281-342-3609

Monday-Thursday, 8:00 a.m.-5:00 p.m.

Friday, 8:00 a.m.-Noon

Faith Formation Office: 281-342-8371

Monday-Thursday, 9:00 a.m.-3:00 p.m.

Prayer and Sacraments

Chapel Open For Prayer:

Monday-Friday: 6:30 a.m.-6:30 p.m.

Liturgy of the Hours:

Morning Prayer: Monday-Saturday, 6:30 a.m.

Evening Prayer: Monday-Friday, 6:00 p.m.

Spiritual Exercise:

Monday-Friday: 6:45 -7:00 a.m.

Novena to Our Mother of Perpetual Help:

Monday-Saturday: 7:00 - 7:15 a.m.

Rosary:

Monday-Saturday: 7:15 a.m., before Mass

Saturday: 4:45 p.m., before Mass

Sunday: 6:45 a.m., 8:45 a.m., 10:45 a.m., 4:15 p.m.,
before all Masses

Divine Mercy Chaplet:

Monday-Friday: 3:00 p.m.

Eucharistic Adoration (Chapel):

Wednesday: 9:00 a.m.-10:00 p.m.

8:45-9:45 a.m. after monthly First Friday Mass

Benediction:

Wednesday: 9:00-10:00 p.m.

Healing Prayer (in the Chapel):

Sunday: 6:00 p.m., after Mass

Reconciliation:

Monday-Saturday: After daily Mass in the Chapel

Saturday: 4:00-5:00 p.m. in the Church

By appointment (Church Office: 281-342-3609)

Anointing of the Sick

During First Friday Mass each month

By appointment

Baptism & Marriage

Preparation guidelines available by calling the parish office or at www.sacredheartrichmond.com.

Visitation of the Sick

Contact the parish office to make Communion arrangements for the sick and homebound.

Perpetual Adoration Chapel

Holy Rosary Church, 1416 George, Rosenberg

24 hours a day, 7 days a week

Parish Mission Statement

We are a faith-filled Catholic community centered in the compassionate Heart of Jesus.

We are called to know, love, and serve God and His creation. We joyfully welcome all to join God's family and be Christ's presence in the world.

Mass Schedule

Saturday: 5:30 p.m.

Sunday: 7:30 a.m., 9:30 a.m. (interpretation for deaf), 11:30 a.m., 5:00 p.m.

*Family Life Center nursery open during 9:30 a.m., 11:30 a.m., and 5:00 p.m. Masses during the school year.

Weekday (Chapel):

Monday-Saturday 8:00 a.m.

Mass Intentions for this Week

SATURDAY, August 19

8:00 a.m. Shantel, DeSherra, & Ashleigh Nwanguma

5:30 p.m. Chrissy Carter & Jacob Little on their wedding day

SUNDAY, August 20

7:30 a.m. Virginia and Norbert Rivera, 40th wedding anniversary

9:30 a.m. + Brian McBee

11:30 a.m. People of the Parish

5:00 p.m. + Thomas S. Rebler

MONDAY, August 21

8:00 a.m. Family peace, respect, and joy

TUESDAY, August 22

8:00 a.m. Chris and Laura Bergamasco, blessings on recent marriage

WEDNESDAY, August 23

8:00 a.m. Shantel DeSherra and Ashleigh Nwanguma

THURSDAY, August 24

8:00 a.m. + Leslie Beiersdorfer

FRIDAY, August 25

8:00 a.m. + John L. Anders

SATURDAY, August 26

8:00 a.m. Nemesia L. Hernandez

5:30 p.m. Eva and Bennie Rodriguez

SUNDAY, August 27

7:30 a.m. Christopher Paul Mai

9:30 a.m. + Paul and + Lena Beatrice

11:30 a.m. + Leslie Beiersdorfer

5:00 p.m. People of the Parish

Readings for August 20

Is 56:1, 6-7; Ps 67:2-3, 5, 6, 8; Rom 11:13-15, 29-32;
Mt 15:21-28

Readings for August 27

Is 22:19-23; Ps 138:1-3, 6, 8; Rom 11:33-36; Mt 16:13-20



Baptism on August 13, 2017

Margaret Ann Waite
child of

James Joseph Waite and Chelsea Ann Harrison

This week's altar flower donors:

- ◆ Virginia and Norbert Rivera, in honor of their 40th wedding anniversary.
- ◆ Grace and Elliott Jones in honor of their 26th wedding anniversary.
- ◆ Altar flowers are a beautiful way of honoring a loved one or recognizing a special occasion.
- ◆ Cost: \$50
- ◆ The 2017 Altar Flower Calendar binder is located in the narthex of the church (on the podium to the right as you enter the church).

Upcoming Area VIRTUS Classes

- ◆ **Keeping the Promise Alive:**
Epiphany of the Lord, Katy, 7:00 p.m., Sept. 21
- ◆ **Protecting God's Children for Adults:**
Epiphany of the Lord, Katy, 1:00 p.m., Aug. 26
- ◆ **Must register online: www.virtus.org.**



Knitting/Crochet Club and Rosary Guild

- ◆ Mondays 10:00 -11:30 a.m.,
CCE Building, Room 10
- ◆ All adults welcome.

WEEK AT A GLANCE

Monday, August 21

10:00 a.m. Knitting/Crochet Club and Rosary Guild
7:30 p.m. Men's Basketball

Tuesday, August 22

6:30 p.m. RCIA
6:45 p.m. KC Meeting

Wednesday, August 23

9:00 a.m. Adoration of the Blessed Sacrament
6:30 p.m. Youth Ministry Planning Meeting

Thursday, August 24

Friday, August 25

Saturday, August 26

4:00 p.m. Reconciliation

Sunday, August 27

Offertory for August 13

SUNDAY COLLECTION	\$ 17,720.39
FAITH DIRECT	\$ 5,035.36
TOTAL COLLECTION	\$ 22,775.75
BUDGETED WEEKLY	\$ 25,400.00
DIFFERENCE	\$ -2,644.25
BUILDING FUND	337.00
Faith Direct Building Fund	<u>226.90</u>
TOTAL BUILDING FUND	\$ 563.90

Second Collection, Infirm Priests: \$ 3,914.00

*Faith Direct—visit www.faithdirect.net.
For online enrollment use church code TX136.*

2017 Diocesan Services Fund (DSF)

Parish Goal	\$ 168,000.00
Total Amount Paid	\$ 106,147.53
Amount Remaining	\$ 61,852.47
Total Number of Participants	348

- ◆ The 2017 DSF is coming to a close and will end on December 31.
- ◆ **Currently Sacred Heart has met only 59% of the goal assigned us by the Archdiocese!**
- ◆ This annual appeal impacts the lives of many people by funding over 60 worthy ministries and programs including:
 - Training for Catechetical leaders for Faith Formation classes and Sacramental preparations
 - Training for scouting programs for children
 - Providing counseling and training to Pastoral Councils
 - Providing healthcare services at San Jose Clinic
 - Providing basic need through Catholic Charities
 - Providing pastoral care to prisoners
- ◆ Please prayerfully consider sharing your gifts to help us meet our parish goal!

Bulletin submissions:

Bulletin deadline: 10:00 a.m. the Tuesday 12 days prior to bulletin publication date

Submit announcement requests to:

Aimee Morvant, 281-342-8371, x 337

4 aimee@sacredheartrichmond.com

Sacred Heart Job Opening: Director of Faith Formation

Mission: *Go and make disciples of all nations for Jesus (Matthew 28:19-20).*

Job Title: Director of Faith Formation

Department: Faith Formation

Employer: Pastor

FLSA Status: Exempt

SUMMARY

Works under the direction of the Pastor in accordance with the Galveston-Houston Archdiocesan and Sacred Heart Church policies and guidelines. The Director of Faith Formation at Sacred Heart Church must understand and support the mission and vision which the Pastor has set for the parish, must be prayerful, project a faith-filled presence, have knowledge of the Catholic Faith and support its social teachings.

QUALIFICATION/EDUCATION REQUIREMENTS

1. Roman Catholic in good standing in the Church.
2. Strong commitment to the Catholic faith and prayer life.
3. Fully compliant with Diocesan policies and with safe environment/child protection requirements.
4. B.A. or M.A. degree in religious education, theology, youth ministry or related field preferred.
5. Computer literate and able to learn Parish Data System program; knowledge of Microsoft Office, Word, PowerPoint, Excel, Outlook, and Internet.
6. Excellent language and communication skills.
7. Provide current State and Archdiocesan clearances.
8. Manage repetitive tasks with little or no supervision.
9. Dress appropriately for office and public speaking.

Please e-mail application letter stating how job qualifications are met via the job description, current resume, and three references by Friday, August 18, 2017 to Mr. Oscar A. Gushiken, Business Administrator, employment@sacredhrt.com, and call Kathy in the Sacred Heart Office, 281-342-3609, for an appointment.

JOB DESCRIPTION

Reports to: the Pastor.

Position Schedule: Full Time, 12 months (40 hours). Varied, requires evening and weekend hours. Parish office must be notified of weekly office schedule.

Salary and Benefits: Position qualifies for participation in the Archdiocese of Galveston-Houston Lay Employee Pension Plan. Position is eligible for vacation, sick days, and medical coverage as per Sacred Heart Church Policies.

Position Responsibilities

The primary responsibility of the Director of Faith Formation is to administer (design, develop, direct, communicate and evaluate) the Parish Religious Education Program for the approximately 600 parish children who attend public or non-Catholic private schools.

To do that the Coordinator of Faith Formation must perform the following tasks:

1. Review parish mission statement, which sets the path for this ministry position.
2. Oversee the development of the Parish Religious Education Program from Grade Level K through Grade Level 6, in conformity with the guidelines of the Office for Catechetical Formation of the Archdiocese of Galveston-Houston.
3. Schedule faith formation opportunities for children and parents within the Religious Education Program calendar.
4. Provide access and inclusion for children with special learning needs.
5. Coordinate the initiation process for unbaptized children and/or children baptized validly in another ecclesial community with the pastor according to the Rite of Christian Initiation of Adults.
6. Research and requisition resources (AV, textbooks, liturgy materials, reference works, etc.) which complement the religious education efforts in the parish.
7. Ensure that the safe environment requirements, policies, and mandates for Parish Religious Education volunteers are in compliance with the Office for Child and Youth Protection.

8. Obtain approval and support from the pastor for the general direction of the religious education of the parish.
9. Meet with pastor routinely to discuss matters relating to the parish religious education and sacramental preparation programs.
10. Implement Archdiocesan policies and procedures per the directives from the Office for Catechetical Formation.
11. Ensure that the Religious Education Program's schedule of classes and activities are submitted to the pastor or his delegate for approval.
12. Update and distribute the Parish Religious Education Program handbook for catechists and the Parish Religious Education Program handbook for parents/guardians on an annual basis.
13. Encourage Parish Religious Education catechists to obtain Catechetical Certification according to the policy set by the Office for Catechetical Formation
14. Recruit, orient and provide ongoing professional training and spiritual development for the Parish Religious Education catechists.
15. Belong to the Archdiocesan Association of Parish Directors, Coordinators, Administrators of Religious Education.
16. Participate in Archdiocesan sponsored events such as the Catechist Convocation, Fall and Spring Professional Days, and retreats.
17. Oversee budget for all expenses related to the Parish Religious Education Program. Follow the budgetary procedures as set by the pastor, parish finance committee and/or parish business manager.

Sacramental Program

The Director of Religious Education oversees the coordination and sacramental preparation of parish school-age candidates who attend the Parish Religious Education Program, Catholic school or private Catholic academies. The tasks are as follows:

1. Schedule at the pastor's directives dates for First Penance and First Holy Communion.
2. Work with the Director of Liturgy or the Pastor to schedule and coordinate the sacramental meetings for parents of school-age candidates for the Sacraments of First Penance, First Holy Communion, and Confirmation.
3. Work with the Director of Liturgy, the Pastor, and/or the Coordinator of Youth Ministry to schedule, coordinate, and prepare retreat days for students preparing for First Communion and Confirmation.
4. Prepare the liturgy (with the pastor or his delegate) for First Penance, First Holy Communion and Confirmation.
5. Schedule the celebration of the Sacrament of Reconciliation (with opportunity for individual confessions) for Advent, Lent, pre-First Communion, pre-Confirmation, and RCIA candidates.
6. Create and oversee catechetical plans for older baptized Catholic children or teens who seek the reception of First Penance, First Holy Communion, and/or Confirmation.
7. Coordinate the Rite of Christian Initiation of Adults for unbaptized adults or validly baptized adults from other ecclesial communities. Coordinate instruction sessions and celebration of the Rites, and act as parish liaison to the Archdiocese of Galveston-Houston Office of Worship. Attend Archdiocesan workshops for the R.C.I.A.
8. Coordinate Youth and Young Adults Ministry and Youth and Young Adult Ministry leaders.
9. Coordinate teams for Sunday Liturgy of the Word for Children.
10. Vacation Bible School/Camp
11. Serve as ex officio member/staff of the Parish Pastoral Council at the pastor's request. Attend the monthly Pastoral Council meeting.
12. Plan, schedule, and coordinate the monthly Faith Formation Board meeting.
13. Attend the weekly staff meeting with the Pastor.
14. Oversee the operation and maintenance of the Faith Formation Portion of the Parish Data System.

Physical Requirements

Handling, balancing, pushing, lifting, talking, Walking, Fingering, Hearing/Listening, Seeing/Observing, Physical Stamina. Self-ambulate up and down stairs, and lift up to 25 pounds.

WORK ENVIRONMENT

General Office Environment

Sacred Heart Job Opening: Director of Music Ministry

Department: Liturgy

FLSA Status: Exempt

Job Type: Full-time

Required education: Bachelor's

Required experience: music 3 years

Sacred Heart Church in Richmond, TX is in the stage of revamping the Music and Liturgical ministry. We are seeking a well-trained choral director that can recruit new talents, increase our repertoire and bring us to the next level.

The Director of Music Ministry at Sacred Heart Church is responsible for planning, directing, and implementing music for all liturgical and Eucharistic celebrations within the parish.

The Director of Music Ministry reports to both the Parish Administrator and the Pastor.

THE GOALS FOR SACRED HEART'S MUSIC MINISTRY

- To foster *"full, active, and conscious participation"* of the community during the Eucharist by means of careful planning, repeated use of known repertoire, diligent rehearsal and preparation by the musicians, and transparent execution by the music ministry during the liturgy.
- To enhance liturgical prayer by providing quality, well-prepared music including traditional hymns, contemporary songs, Latin repertoire, choral and instrumental selections that match the scriptures of the day, thereby leading the assembly deeper into prayer.

DUTIES AND RESPONSIBILITIES

Sunday Liturgies

- Plan all liturgies attentive to the needs of each season
- Attend Liturgy Committee meetings, staff meetings
- Prepare necessary music for rehearsals
- Coordinate volunteers, create calendars
- Schedule accompanists and cantors
- Rehearse adult and teen choirs weekly and additional choirs seasonally
- Prepare director, cantor, and accompanist books weekly
- Collaborate with Pastor, Director of Liturgy, and Director of Youth Ministry for a comprehensive plan for engaging youth at Sunday Eucharist.

Seasonal liturgies

- Plan seasonal liturgies of Advent, Christmas, Christmas Season, Lent, Holy Week, Easter, and Easter Season
- Plan and prepare music for Holy Days and Feasts
- Plan Sacramental liturgies, Confirmation, First Eucharist, Penance services, and liturgies for Anointing of the Sick
- Recruit orchestra, prepare books for orchestra for Christmas, Easter, and other special liturgies

Non-Liturgical

- Facilitate Seasonal and Multicultural Concerts

Scheduling

- Weekly and seasonal scheduling of the cantors and accompanists for adults, teens, and children

Budget

- Plan, prepare, and maintain music budget

Payroll

- Submit payroll for accompanists on a biweekly basis
- Manage payroll for wedding and funeral cantors and accompanists
- Secure instrumentalists for holiday liturgies and plan payroll
- It should be noted that planning, accompanying or singing at weddings or funerals are considered part of the "ordinary" non-paid

duties of the Director of Music as an "exempt employee" (The payment of stipends to the Director of Music is not permitted in the Archdiocese of Galveston-Houston)

Recruiting

- Recruit and build on existing member base
- Orient and support new members
- Train new cantors, and refresh training of existing cantors
- Recruit, prepare, and train Sacred Heart Youth/Teen Choir
- Recruit, prepare, and train Sacred Heart Christmas Children's Choir

Weddings

- Interview couples and assist in planning of wedding liturgy using the new Rite for Weddings guidelines

Funerals

- Meet with families and assist in planning funeral liturgy, music and readings, possible worship aid
- Schedule cantor and accompanist

Music Library

- Order, stamp, and inventory music library for both choral and instrumental use
- Pull and refile music for weekly use

Copyrights

- Maintain and renew copyright licenses, OneLicense.net, & CCLI
- Report copyright usage to various administrative licensing agencies for print or projection liturgical and retreat usage

Oversight and maintenance of music ministry assets

- Oversee disaster plan for choir and music area of church, and choir room.
- Oversee care and maintenance of sound system, including microphones, mic stands, mic holders, cables, and portable speakers
- Oversee care, maintenance and tuning of pianos, organ, and other musical instruments
- Oversee and care for ancillary music equipment, music stand lights, music stands

EXPERIENCE AND QUALIFICATIONS

- Minimum of 3 years as a Director of Music at a large Catholic Parish
- Demonstrated skill as an effective choral conductor
- Proficient in conducting, and singing, and competent in use of piano for rehearsal purposes as attested to by formal credentials (music degree preferred) and a personal performance audition
- Extensive musical knowledge including standard modern Catholic music, traditional hymns, and multi-part octavos
- Proficient working knowledge of other instruments which might be used in liturgical music
- Exemplary communication and team building skills (working with staff, adult and teen volunteers, children and parents)
- Proficient understanding of liturgical requirements for weekend Eucharistic celebrations and other liturgical celebrations
- Knowledge of Catholic liturgy is strongly recommended

WORKING ENVIRONMENT

- This is a full-time position requiring regular weekend and evening work hours
- Must be flexible depending on the scheduling of special liturgies and parish events

Interested and qualified candidates should send a resume, salary requirements, and three references that can attest to their qualifications to employment@sacredhrt.com with the words "Director of Music Ministry" in the Subject line.

Sacred Heart Job Opening: Bookkeeper

Mission: *Go and make disciples of all nations for Jesus (Matthew 28:19-20).*

Job Title: Bookkeeper

Department: Administration

Employer: Pastor

FLSA Status: Non-Exempt

SUMMARY

Works under the direction of the Pastor in accordance with the Galveston-Houston Archdiocesan and Sacred Heart Church policies and guidelines. The Bookkeeper at Sacred Heart Church must understand and support the mission and vision which the Pastor has set for the parish. Their behavior must not violate the faith and moral laws of the Church or the Archdiocese such that it can embarrass or give rise to scandal.

JOB DESCRIPTION

The Sacred Heart Bookkeeper is responsible for performing a variety of bookkeeping duties within the Parish.

Reports to: Business Administrator.

Receive work direction from: Administrator and Pastor.

Status and Work Hours: Part-time, normally not exceeding 24.5 hours per week.

Provides work direction to: Volunteers.

Basic Functions

The bookkeeper is responsible for handling the fundamental aspects of Sacred Heart's financial recordkeeping, including recording financial transactions, logging parishioners' contributions, managing accounts payable and receivable, reconciling bank statements, processing payroll, and completing annual tax forms.

Specific responsibilities

1. Support the Church's spiritual and pastoral mission.
2. Record and maintain weekly contributions and other cash receipts.
3. Make bank deposits and handle receipts of money.
4. Code and/or verify accounting codes for accounts payable.
5. Reconcile appropriate purchase order and invoice activities and pay vendors for delivered materials.
6. Pay bills and maintain ledgers.
7. Prepare payroll, perform state and federal payroll filings; update payroll system accordingly as needed.
8. Assist with budget preparations.
9. Reconcile diocesan saving accounts and vendor accounts with parish records.
10. Maintain and account for petty cash funds.
11. Maintain accounting records and prepare financial statements, reports, and reconciliations as necessary, including the profit and loss statement and balance sheet. Distribute as needed.
12. Prepare employee census including insurance information; prepare and maintain employment records; enroll employees in benefit programs.
13. Ensure existence of verifiable audit trail for all financial transactions.
14. Maintain required property and other insurance records.
15. Distribute departmental budget reports to pastor, department heads, and finance council chair for monthly review and approval.
16. Oversee the financial aspects of parish and parish-related fundraisers.
17. Arrange for special licensing as required by state or local authorities.
18. Act as VIRTUS coordinator and maintain VIRTUS records, schedule and attend VIRTUS related training classes.
19. Perform other duties as assigned.

Job Skill Requirements

1. Associate's degree in accounting or business administration or equivalent business experience, as well as a knowledge of bookkeeping and generally accepted accounting principles.
2. Proficient in computer skills including Microsoft Office products.
3. Working knowledge of accounting software packages.
4. Well-developed communication skills.
5. Ability to handle many tasks simultaneously.
6. Able to work collaboratively with other staff and volunteers.
7. Able to honor and maintain confidentiality.
8. Able to maintain record keeping systems.

Basic Qualifications

1. Strong commitment to the mission of the Archdiocese of Galveston-Houston and the Catholic Church.
2. Excellent verbal and written communications skills.
3. Excellent human relations and interpersonal skills.
4. Exercise courtesy to fellow employees, parishioners, and the general public.
5. Must be a self-starter; well organized; perform multiple tasks simultaneously and work with a sense of urgency.
6. Ability to work collaboratively in a team environment.
7. Travel locally as required.
8. Proficiency in computer technology to include word-processing, spreadsheets and 10-key calculator.
9. Professional bearing, clean and neat personal appearance.
10. Ability to successfully pass a background, criminal history, and credit history check.
11. Able to work flexible hours, including evenings and weekends.
12. Minimum of three years successful work in a business or parish environment.

Compensation

Commensurate with experience.

Physical Requirements

Handling, balancing, pushing, lifting, talking, walking, Hearing/Listening, Seeing/Observing, Physical Stamina. Self-ambulate up and down stairs, and lift up to 25 pounds.

CONTACT

Please e-mail application letter stating how job qualifications are met via the job description, current resume and three references to Mr. Oscar A. Gushiken, Business Administrator, employment@sacredhrt.com, and call Kathy in the Sacred Heart Office, 281-342-3609, for an appointment.

WORK ENVIRONMENT

General Office Environment



2017 Sacred Heart Bazaar: "I am Your Servant" October 15, 2017

NOTE DATE CHANGE

We are now accepting items for the Live and Silent Auctions!

- ◆ **Live Auction Chairs:** Chris and Nan Haskins, chrishaskins@sbcglobal.net, 281-232-4596
- ◆ **Silent Auction Chair:** Patty Harbes, txtigi2@gmail.com, 832-567-7163
- ◆ **Auction item drop off:**
 - At Church Office during office hours or
 - Contact the appropriate chairperson
- ◆ Receipts for donated items may be requested at the Church Office.
- ◆ **Auction item donation deadline: September 18th**

We are now accepting donations for:

- ◆ **This and That Booth:**
Yard sale type items. No clothing or shoes.
Drop off location: Martha/Mary, Rm 11
Contact: Vince/Naomi Mannino, 979-204-8202
- ◆ **Book Booth:** Need books, music, and movies. Drop off location: Martha/Mary Center, Room 11
Contact: Rickey/Charlotte Constantine, 713-402-8169 or 281-414-2485
- ◆ **Gift Card Bonanza Booth:** Gift cards in denominations of \$5, \$10, \$20, \$25 and \$50. Drop off location: Office
- ◆ **Time for all Seasons Booth:** Need Hand made craft items. Drop off location: Church Office

**Interested in a Family/Business sponsorship?
Please contact: 2017 Bazaar Chairs - Chris/Tara Adams,
One281@comcast.net or 713-480-5857**

ORIENTATION AND TRAINING

for

ALL FAITH FORMATION VOLUNTEERS

(Catechists, Aides, Office Workers, Nursery Volunteers, Parking Lot Attendants, including EDGE and Life Teen volunteers)

IMPORTANT INFORMATION WILL BE SHARED.

Wednesday, September 6, 2017 from 7 to 9 p.m.
Family Life Center

2017-2018 Registration forms have been mailed to parishioners. Blank forms are available in the Faith Formation office. Online registration is **NOT** available at this time.

Payment can be made with cash, check or online with Faith Direct (www.faithdirect.net: select "Give now," Church code of TX136, and "Faith Formation"). Contact the Director of Faith Formation if you have any questions or need financial assistance. If there is no answer at the FF

Sacramental Preparation



Rite of Christian Initiation for Adults (RCIA) and Family Catechumenate

Now is the perfect time to come and check out the Rite of Christian Initiation of Adults (RCIA) and Family Catechumenate!

If you are not baptized, or baptized in another faith and would like to become Catholic, this is the place to be.

We study the Catholic teachings and devotions throughout the year as we prepare for living the sacramental life.

There are sessions for adults, teens and children over the age of seven.

UPCOMING CATECHETICAL SESSIONS

Tuesdays from 6:30 to 8 p.m. CCE 7-10

- Tuesday, Aug. 22 Introduction to RCIA Journey
- Tuesday, Aug 29 What do Catholics Believe?
- Tuesday, Sept. 5 NO CLASS
- Tuesday, Sept. 12 Prayer
- Tuesday, Sept.19 Scripture (Intro to the Bible)
- Tuesday, Sept. 26 Revelation and the Bible
(Catholic Interpretation of Scripture)

Faith Formation (CCE) and Ministry for Children

Contact: Sister Jannette Pruitt, OSF, 281-342-8371 x 343, or sr.jannette@sacredheartrichmond.com

An opportunity for all parents of children involved in the Home Study Program

HOME STUDY PARENT MEETING

Wednesday, August 30 at 7:30 p.m.
CCE Building

VOLUNTEERS NEEDED

Tuesdays, 6:30 p.m.

All grades (except Pre-K3, 2nd): Catechists and Aides
Office Aide
Parking Lot Attendant

Wednesdays, 5 p.m.

Pre-K3: Catechists and Aides
Kindergarten: Catechist and 2 Aides
1st thru 4th grade: Catechists and Aides
5th grade: Aide
Office Aide

Faith Formation and Ministry for Youth (EDGE and Life Teen)

Contact: Akunna Okere, 281-342-8371, x 341 or akunna@sacredheartrichmond.com

FAITH FORMATION AND MINISTRY FOR ADULTS

Contact: Kathryn Strong, 281-342-8371, x. 336 or Kathryn@sacredheartrichmond.com



Sign-up Sunday is September 9-10.
Groups begin meeting in October.

What is ARISE?

ARISE is an adult program for spiritual renewal.

With ARISE you can:

- Meet new friends
- Strengthen your faith
- Deepen your relationship with God
- Deepen your relationship with others through prayer and Scripture in a small-group setting

Facilitator training: Saturday, August 26 from 1 to 4 p.m., CCE 1-3

For more information, please contact Helen Morgan, 281-633-1365 or heltazz@sbcglobal.net.

COMING THIS FALL ...

Tuesday Morning Bible Study

Queen of Heaven (video series)
beginning Tuesday, September 12
9:30 to 11 a.m., CCE Building

Wednesday Night Bible Study

The Prophets:

Messengers of God's Mercy (video series)
beginning Wednesday, September 13
7:00 to 8:30 p.m., Martha and Mary 12


Suggested donation for book: \$20

PRAYERS REQUESTED FOR:

Maria Acosta	Ian D. Haydel	Kim McCulloch	Lillian Tate
Al Balinski	Steve Ho	Pauline Melchor	Stacie Tate
Terry Beavers	Pat Houlihan	Sara Metcalf	Philip Valka
Georgie Bergen	Jeanette Krupa	Dwight Miles	Mark Wilburn
Andrew Boyd	Jenny Kucera	Lou Ann Mowka	Monique Wilburn
Elizabeth Christine Castro	John Kujawa	Kathleen Nguyen	Kim Wycoff and family
Deb Chappell	James Lindemann	Innocent Okere	
Lisa Deleon	Sandra Lindemann	Eula Mae Ortego	
Mary Doetterl	Tommy Mafnas	Cecilia Pargac	
Neal Ewald	Bridget Malone	Betty Pennell	
Pam Featherkile	Jake Manthei	Kirk Peschke	
Henrietta Fagg	Kitty Manthei	Ron Peschke	
Kayley Flores	Chelsea Maresh	Lil Polansky	
Olivia Garcia	Anthony Mazerole	Donald Schafer	
Julie Gurecky	Ginger McClellan	Meghan Seavy	
Melvin Hamilton	Glen McClellan	Jasper Self	

Prayers also requested for all military men & women; all health caregivers; prayer blanket recipients; and all those in need of healing, comfort, and strength.

**To add a name to the prayer list, contact Aimee: 281-342-8371, aimee@sacredheartrichmond.com
Names will be kept on the prayer list for 3 months. Contact Aimee if continued prayers are needed.

<p align="center">Pastoral Council</p> <p>“Public Forum” at the beginning of each meeting. Please call the Parish Office to be placed on the agenda.</p> <table border="1"> <tr><td>Mike Kugler, Chair</td><td>David Hobson</td></tr> <tr><td>George Arroyos</td><td>Margaret Irby</td></tr> <tr><td>Chris Adams</td><td>Denise Lanik</td></tr> <tr><td>Alici Band</td><td>Naomi Mannino</td></tr> <tr><td>David Boehm</td><td>Lark Maresh</td></tr> <tr><td>Rickey Constantine</td><td>Aboyi Olokpo</td></tr> <tr><td>Alycia Gorman</td><td></td></tr> </table> <p align="center">Address questions/concerns to: pastoralcouncil@sacredheartrichmond.com.</p>	Mike Kugler, Chair	David Hobson	George Arroyos	Margaret Irby	Chris Adams	Denise Lanik	Alici Band	Naomi Mannino	David Boehm	Lark Maresh	Rickey Constantine	Aboyi Olokpo	Alycia Gorman		<p align="center">Finance Council</p> <table border="1"> <tr><td>Elliott Jones</td><td>Tom Petrosewicz, Chair</td></tr> <tr><td>Cindy Junek</td><td>Tom Phalen</td></tr> <tr><td>Ken Lanik</td><td>Kevin Welsh</td></tr> <tr><td>Glenn Nohavitza</td><td></td></tr> </table> <p align="center">Deacons</p> <p>Deacon Don Ries don@sacredheartrichmond.com Deacon John Placette john@sacredheartrichmond.com Deacon Takha Thomas Hoang, C.Ss.R.</p>	Elliott Jones	Tom Petrosewicz, Chair	Cindy Junek	Tom Phalen	Ken Lanik	Kevin Welsh	Glenn Nohavitza		<p align="center">Faith Formation Board</p> <table border="1"> <tr><td>Anne Constantine</td><td>Tricia Lespreance</td></tr> <tr><td>Lisa Feighery</td><td>Charlotte Sicking</td></tr> <tr><td>Tamara Flores, Secretary</td><td>Rei Umali</td></tr> <tr><td>Kristi Hahn</td><td>Mark Warren, Chair</td></tr> <tr><td>Beth Kugler</td><td>Kevin Welsh</td></tr> <tr><td>John Kujawa</td><td>Elizabeth Zorrilla</td></tr> </table> <p align="center">Address questions/concerns to: mwarren004@comcast.net</p> <div align="center">  <p>Sacred Heart Mother's Day Out & Preschool: 281-232-5850</p> </div>	Anne Constantine	Tricia Lespreance	Lisa Feighery	Charlotte Sicking	Tamara Flores, Secretary	Rei Umali	Kristi Hahn	Mark Warren, Chair	Beth Kugler	Kevin Welsh	John Kujawa	Elizabeth Zorrilla
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Parish Staff

Father Michael J. Truongluan Nguyen, C.Ss.R., Pastor

Oscar Gushiken, Business Administrator, oscar@sacredheartrichmond.com

Kathy Carter, Secretary, x451, kathy@sacredheartrichmond.com

Aimee Morvant, Communications Coordinator, x337, aimee@sacredheartrichmond.com

Norma Ibarra, Housekeeping

Jesse Hernandez, Maintenance

Johnny Guerrero, Custodian

Faith Formation : 281-342-8371

Sister Jannette Pruitt, OSF, Coordinator of Elementary Faith Formation, x343, sr.jannette@sacredheartrichmond.com

Akunna Okere, Youth Ministry Assistant, x341, akunna@sacredheartrichmond.com

Kathryn Strong, Adult Faith Formation and Family Ministry, x336, kathryn@sacredheartrichmond.com

Pauline Neville, Secretary, x338, pauline@sacredheartrichmond.com

Monique Wilburn, Registrar and Records, x339, monique@sacredheartrichmond.com

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