

Trinity Young Adult Ministry Committees*

Through prayer and communal discernment of the needs of the community, the 2018 Trinity S.A.L.T (Servants as Leadership Team) recommend the following committees for the 2018 calendar year:

- 1. Social:** organizes about 8 events a year to help build community
 - Lead the planning, organization, and running of the main annual social event with the help of SALT & other committed volunteers (ex. a dance with rotating themes/dance styles, like Havana Night)
 - Plan, organize, & run After Masses that have a social focus (about 3 a year)
 - Plan, organize, & run an event reaching out to YA's in South Pasadena & the wider regional area (about 1 a year)
 - Plan, organize, & run the End-of-the-Year Celebration/Posada (with help from the Spirituality Committee)
 - Coordinate monthly birthday celebrations at After Masses (with help from SALT staff person)
 - Plan, organize, & promote the annual Dodger game (ideally the Dodger "Catholic Night")
 - Plan, organize, & host 1-2 hikes

- 2. Hospitality:** helps welcome new members through personal connections
 - Oversees a team of hospitality ministers
 - Maintains a database of newcomers to the ministry, which includes their interests (ways they might like to get involved) & insights into their genuine needs & gifts (with the help of the SALT staff member)
 - Assigns Trinity members to personally welcome newcomers within a week (with the help of the SALT staff member)
 - Organizes a team of 2-3 hospitality ministers for major Trinity events (e.g. main social event/dance, JJJ, etc.)
 - Brainstorms & tries various ways of personally caring for & connecting with new members (inviting them to coffee, new member welcome events, partnering them with Trinity members with common interests, etc.)
 - Coordinates YA hospitality at masses: greeters (before & after masses), ushers, YA's making announcements, volunteers for tables & flyers after masses, etc. (with the approval & help of the SALT staff member & other key Holy Family staff & ministers)
 - Forms & coordinates volunteers for Trinity table at annual Ministry Fair
 - Helps SALT run biannual Servant Leadership follow up events as a way of helping form other Trinity leaders in the ministry of hospitality

- 3. Young Families:** provides spiritual offerings for young families focusing on self-care
 - Finds creative ways to engages young families with the Trinity community
 - Plan, organize, & run spiritual events/opportunities that focus on self-care (at least one a year)

(More details to be fleshed out as Trinity members with young families become more involved and engaged in 2018. Please let us know if you have ideas about how to better build this aspect of Trinity!)

4. **Spirituality:** coordinates events that promote the spiritual growth of members, including times of prayer and reflection, as well as educational/catechetical events
 - Organizes 4 Taize prayer services a year (2 as second Sunday After Masses)
 - Coordinates volunteers: set-up, clean-up, food, readers, musicians
 - Purchases and tracks supplies
 - Creates worship aid & binders for readers & musicians (in collaboration with musicians & SALT staff member)
 - Plans and runs After Masses that focus on prayer or reflection (about 3 a year)
 - Works in conjunction with other Holy Family ministries and Christus Ministries to encourage participation in & at times run existing programs/events offering opportunities for spiritual growth (i.e. prayer, reflection, education, and/or catechesis)
 - Promotes participation in the First Spiritual Exercises & other ISM events
 - Stays aware of & promotes participation in other Holy Family ministry events of interest to Trinity members
 - Organizes and runs annual Java, Jazz, & Jesus with Christus Ministries
 - Promotes & helps run young adult bible study

5. **Service:** coordinates opportunities to help members grow in service
 - Organizes 3 direct service events each year (other than the St. Francis Center)
 - Plans & runs After Masses with service/social justice emphases (about 2 a year)
 - Promotes participation in other existing service opportunities offered by HF
 - St. Francis Center food pantry
 - Giving Bank
 - Event set-up/clean-up & volunteering: Auction, Fair booth, setting up the church for Christmas & Easter, etc.
 - CROP walk
 - Thanksgiving food drive
 - Christmas Adopt-A-Family

Committee Chair/Co-Chair Responsibilities

Trinity committee chairs/co-chairs are elected after by SALT and existing respective committees after prayerful discernment and discussion. They have been active Trinity members (2-4 months, ideally with some volunteering involved) who have demonstrated an openness and/or desire to serve, as well as hopefully a giftedness that particularly suits their respective committee areas.

SALT, the Trinity community, and Holy Family ask that committee chair/co-chairs...

1. Continue to grow in faith and service by...
 - a. Actively fostering their spiritual growth in whatever ways best meet their given needs (personal prayer, small faith sharing groups, retreats, spiritual or catechetical reading, bible study, spiritual direction, etc.)
 - b. Attending Holy Family's parish leadership formation events as available

- c. Attending Christus Ministries' Servant Leadership Conference (once)
 - d. Attending Trinity's bi-annual Servant Leadership events (each year)
- 2. Ideally serve for a one-year term, with the option of extending service in consultation and communal discernment with committee members and SALT
- 3. Meet with SALT contact person(s) to learn Trinity's expectations of chair/co-chairs, receive or establish deadlines for event preparation and requirements, clarify method and frequency of communication with SALT contact, and understand the role and extent of support from SALT
- 4. Recruit, welcome, and form new committee members
 - a. Potentially be in communication with the Hospitality Committee for new recruits
- 5. Lead committee members in carrying out respective committee responsibilities (i.e. planning and executing events on the yearly calendar)
- 6. Establish meeting dates/times (see #7 for facility reservations), set meeting agendas, take & send out minutes (or empower a committee member)
- 7. Coordinate with the SALT staff person regarding...
 - a. Requesting facilities at Holy Family for meetings and events
 - b. PR/marketing of events
 - c. Supply purchases, reimbursement requests, & program income deposits
 - d. Accessing & using common Trinity supplies from storage

Committee Member Responsibilities

Trinity committee members join committees at the invitation of committee co-chairs, SALT members, other Trinity members, or open calls for members to the Trinity community. They also might join of their own initiative by seeking out ways to be connected and serve in Trinity. They have been active Trinity members (1-2 months, ideally with some volunteering involved) who have demonstrated an openness and/or desire to serve, as well as hopefully a giftedness that particularly suits their respective committee areas.

SALT, the Trinity community, and Holy Family ask that committee members...

- 1. Continue to grow in faith and service by...
 - a. Actively fostering their spiritual growth in whatever ways best meet their given needs (personal prayer, small faith sharing groups, retreats, spiritual or catechetical reading, bible study, spiritual direction, etc.)
 - b. Attend Holy Family's parish leadership formation events as they are able
 - c. Attend Christus Ministries' Servant Leadership Conference as they are able
 - d. Attend Trinity bi-annual Servant Leadership events as they are able
- 2. Ideally commit to being actively involved in their committee for one year, with the flexibility to discern their availability and level of commitment with their fellow committee members and co-chairs
- 3. Partner with their fellow committee members and co-chairs to recruit and welcome new committee members
- 4. Defer to their committee co-chairs for leadership and questions about committee business and events
- 5. Attend monthly committee meetings (and others as needed) as they are able
 - a. Let committee co-chairs know at least a day in advance (or as soon as possible) if they are not able to make a particular meeting

- i. Consult meeting minutes if they are not able to attend a meeting so that they are informed about committee business and decisions
6. Help plan, organize, and run committee events as they are able, ideally committing to and helping in some form with at least half of their committee's events for the year
 - a. *Note: Committee members are not asked or expected to be at every single committee event. Committees should discern together how to accommodate the availability, desires, and gifts of their members when planning events and other opportunities. This planning may involve having members "tag team" and take turns being present at and involved in events in order to respect each others' schedules and prevent burn out.*

Other Ways To Get Involved:

- Event leader: Serve as a one-time event leader by helping to plan, organize, & run a particular event.
- Environment Team ("E-Team"): Help with ambiance planning, creation, & set-up.
- Food Team: Plan & organize meals, wash dishes, & clean up kitchen after use.
- Fundraising: Help strategize, plan, & run fundraising efforts (esp. the annual dance).
- Music: Plan, practice, & play music for various events, especially Taize & Java, Jazz, & Jesus.
- Adult Mentor Team (50 years old & older): Share wisdom, lend a listening ear, welcome, & give support to young adults.