

Ministry

HANDBOOK



St. Benedict's
EPISCOPAL CHURCH

*St. Benedict's is a welcoming community sharing and spreading Christ's love
through worship, education, fellowship and outreach.*

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Welcome

If you are reading this brochure, it means you are interested in engaging your experience at St. Benedict's in a more intentional way. Inside you will find every possible way to get involved, and who to contact to find out more. Being a fairly new parish, if you do not find something or you have an idea for a project, ministry or event– let the Rector know. One thing you will quickly learn about St. Benedict's is that we are not shy about trying new things.

Our mission is to be “a welcoming Christian community spreading God's love through Worship, Education and Outreach.” Obviously, being welcomed goes beyond a few words from the usher as you enter the door. It can be seen in the faces of those in the pews, you can read it between the lines of each ministry described in this pamphlet, you can feel it in the planned worship, education and outreach, but most importantly you will know when you get to know us. Being founded in 2008 almost everyone can be considered a newcomer.



The Rev. Brian Sullivan

2017 Vestry



KATE WILEY, Sr. Warden, Class of 2017,
katewiley26@aol.com



MICHAEL JONES, Finance, Class of 2018,
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GAIL SICKLING, Jr. Warden, Class of 2018,
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JOHNNIE PURIFY, Stewardship, Class of 2019,
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ALEX MASSIE, Building & Grounds, Class of 2017,
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AMY LANCASTER, Children & Youth, Class of 2018,
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DAVID OLIVER, Treasurer
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Clergy & Staff



THE REV. BRIAN SULLIVAN,
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brian@mysaintb.org



ERNEST PLUNKETT,
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THE REV. ASHLEY LYTLE,
Associate Rector and Youth Director
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CAROL KIRSHNER,
Web and Online Communications
carol@mysaintb.org



THE REV. RAMON BETANCES,
Hispanic Vicar
ramon@mysaintb.org



BROOK GARRETT,
Financial Administrator
brook@mysaintb.org

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edith@mysaintb.org



BETSY SHUFORD,
Parish Administrator, Registrar, Facility Calendar
Manager and Print Communications
betsy@mysaintb.org

COURTNEY VAUGHN,
Director of Children's Ministries and
Director of St. B's Nursery
Courtney@mysaintb.org



Worship

Sunday Services:

8:00 and 10:30 am Holy Eucharist

- 8:00— quiet Eucharist .
- Nursery at 9:15 am through 11:30 pm
- Sunday School begin at 9:30 in various locations.
- The 10:30 service has music by our adult and children's choirs
- Children's chapel begins at 10:30 and children join their parents for communion at the offering.
- Children are welcome at all our services but nursery is provided for those 3 months to three years .

1:00 pm La Santa Eucharistic

The 1:00 service is a Spanish Spoken service led by Fr. Ramon. For any who may want to explore Rite II Holy Eucharist in Spanish with Latino/Hispanic music and prayers, all are welcome!

Contact Fr. Ramon Betances, ramon@mysaintb.org or 678-388-1519

5:00 pm Choral Evensong Service—Monthly from September—May

Contact Ashley Lytle, ashley@mysaintb.org

Funerals

Funerals are scheduled through the church office with a priest assisting with the arrangements.

Contact Ashley Lytle, ashley@mysaintb.org

Weddings

Members of St. Benedict's may schedule their marriage with the church office after contacting the officiating priest for consent. Every couple must participate in

premarital counseling sessions prior to the wedding.

Contact Ashley Lytle, ashley@mysaintb.org

Baptism Dates

- The Baptism of Our Lord (January)
- The Great Vigil of Easter (Saturday Evening before Easter Day)
- The Day of Pentecost (May or June)
- The Feast of St. Benedict (July)
- All Saints' Day (November)

Contact Ashley Lytle, ashley@mysaintb.org

La Quinceañera

Members of St. Benedict's may schedule their fiesta de Quinceañera celebration with the church office after contacting the officiating priest. There is a fee which is due at the time of booking the facility.

Contact Fr. Ramon Betances, ramon@mysaintb.org or 678-388-1519.

Lay Liturgical Ministers:

Acolytes

Youth in 3rd through 12th grades are invited to participate in the liturgy and assist the clergy with various worship duties, including torch bearer, crucifer, and server.

Contact Jeanne Frank, jeannefrank@gmail.com and Victoria Patrick, patrickvictoria87@gmail.com

Eucharistic Ministers

Individuals who are confirmed in the Episcopal Church and licensed by the Bishop to present the wine chalice to the congregants during Eucharist.

Contact Pat McCabe, pjmccabe@charter.net

Lectors & Intercessors

Lay persons assigned to read the selected scripture passages or prayers during the worship service

Contact Pat McCabe, pjmccabe@charter.net

Vergers

Lay person who assists the clergy in the conduct of public worship, especially in the marshaling of processions.

Contact Jack Sickling, jacksickling@yahoo.com

Music**The Choirs of St. Benedict's**

Mature teens and adults will rehearsals on Sundays at 8.45 am and Singing for 10:30 service and Choral Evensong throughout the year.

Ernest Plunkett, Interim Music Director,
ernestplunkett@bellsouth.net

Youth & children's Choir Ministry

- St. Cecelia Choir: K-1st Grade (singing / percussion)
- Grace Choir: 2nd-3rd Grade (singing/Schulmerich handchimes)
- Trinity Choir: 4th-8th Grade (singing/ Schulmerich three octave handbells)

Kate Chastain, Children/Youth Choir Director

Kate@mysaintb.org

Nicole Winney, Assistant Children's Choir Director

Nicole@mysaintb.org

FRIENDS of MUSIC

Friends of Music exists to enhance the congregational life of the parish of St. Benedict's Episcopal Church and the community of greater Atlanta through the offering of musical events and opportunities.

Alan Cheshire, Cheshal@aol.com

Worship Support**Altar Guild**

A special ministry with a mission to care for everything that relates to the altar. The members have the privilege of preparing the altar for all services held in the church, and assisting the clergy whenever necessary. Additional responsibilities include cleaning the altar, caring for the sacred vessels, and securing the necessary articles to be used at any service.

Contact Peggy Kessler (co-chair), pgkessler1@gmail.com

Contact Saralee Parker (co-chair), texslt67@gmail.com

Flower Guild

Beautifying our worship space with floral arrangements, always giving consideration to the seasons of the church and the types of services.

Contact Wallis Smith, wallisray11@gmail.com

Sound Team

Oversee proper working of the soundboard for amplification of worship services and provides PA/Sound for special events.

Contact Randy Shuford, randyshuford@gmail.com

Ushers

Usher folks to their seat, collect the offering, indicate to clergy parishioners who are unable to receive Communion at the altar rail, and meet other needs to make the service worshipful.

Contact Mitch Strickland, mitch@strickland.com

Greeters

Offer hospitality by welcoming all and helping to orient newcomers.

Contact The Rev. Ashley Lytle, Ashley@mysaintb.org

Pastoral Care

The clergy, lay staff, and volunteers work together at St. Benedict's to provide Pastoral Care Ministries that encourage and support experiences of the fullness of God's love through prayer and acts of loving kindness.

Community of Hope

The clergy, lay staff and volunteers work together at St. Benedict's to provide Pastoral Care Ministries that encourage and support experiences of the fullness of God's love through prayer and acts of loving kindness. Contact Ashley Lytle, ashley@mysaintb.org

Guild of the Christ Child

A ministry to our youngest parishioners and their parents. Providing baby blankets and comfort to new parents. Help knit baby blankets. Contact Vera McCabe, vmccabe@charter.net

Eucharistic Visitors

Lay persons who are confirmed in The Episcopal Church and licensed by the Bishop to share Holy Communion with the ill and those unable to travel. Contact Ashley Lytle, Ashley@mysaintb.org or Betty Reichenberg, bettyknits2@gmail.com

Outreach

Holy Comforter

A mission church of the Diocese of Atlanta, about 70% of the congregation live with mental illness and physical challenges in group homes. Materially, they have little or nothing but they offer the greatest gifts of warmth, love and blessings to those who work and worship with them. St. Benedict's hosts community dinners at Holy Comforter four times each year.

Contact Betty Kidd, bettybowler123@gmail.com or Contact Peggy Kessler, pgkessler1@gmail.com

Ugly Pants Event

Ugly Pants Event is a Parish-wide fundraiser for golfers and non-golfers. The net proceeds benefit Path to Shine and the other Mission & Outreach programs. Ugly Pants is a 2 day event: Sunday, Oct 15th—an omelet bar, silent auction and raffle; Monday, Oct 16th —golf tournament with pickup breakfast, cart and goodie bag. After the event, prizes and award will be given out at the clubhouse and lunch. Tiny.cc/uglypantsevent

Path To Shine®

Path To Shine® is a unique after-school mentoring and tutoring program for at-risk and under-served children. The purpose is to encourage children to stay in school until they graduate by partnering with faith communities to provide the academic support necessary for elementary students to develop good academic skills and the self-confidence needed to find their own "path to shine."

St. Benedict's supports two Path to Shine programs, one on Sunday's in the parish hall and another at Olive Springs Baptist Church.

Contact: Lesley-Ann Drake to get involved.
Deacon Lesley-Ann Drake, Dir. of Path To Shine ,
lesleyann@pathtoshine.org
Sandy Meier, St. Benedict's Sunday Program Coordinator,
lynn_meier@hotmail.com
Ellen Gaffney and Julia Savini, St. Benedict's Monday
Program Coordinator, ellen.parker.gaffney@gmail.com and
jtsavini@yahoo.com

Family Promise

Family Promise is a nationwide interfaith network that provides support to families experiencing homelessness. Started 30 years ago, the network just opened a new affiliate in Cobb County. St. Benedict's is working with Church of the Nazarene as a part of the Cobb network. Our principal duty is to provide meals and hospitality to the families while they stay at Church of the Nazarene, for one week at a time, four times per year.
Contact Laura Bracci, laurabracci@hotmail.com or call 404-512-0762

Common Ground

Join hands, break bread and raise your voice (above the street noise, please) with a hungry church community on the streets of Atlanta. St. Benedict's supports Church of the Common Ground, a mission parish of the Diocese of Atlanta, several times a year by joining the Eucharistic worship service on scheduled Sundays at 1:00 PM in Woodruff Park and by bringing simple lunches with the purpose of providing physical sustenance to COCG participants. Volunteers are needed to provide lunches (sandwiches, chips, water, fruit), or visit with us during the worship service. Donations of socks, coats and gently-used sneakers are also needed. The scheduled dates for 2017 are Jan. 29th, March 26th, May 28th, July 30th, Sept. 24th, Nov. 26th, Dec. 31st.
Contact Ray Jack, hrayjack@gmail.com

Stuff-A-Sack

Stuff-a-Sack is an outreach project typically held in October. The project asks you to take a sack and fill it with items appropriate for children in need. In previous years, these bags have been distributed through MUST Ministries Toy Shop in December. This year, the items will be distributed to foster children through the Cobb Department of Family and Children's Services (DFCS). Most bags will meet children being taken into DFCS custody and transferred to foster homes.

Contact: Carol Kirshner, carol@mysaintb.org

Hunger Walk

St. Benedict's take part every year in the Atlanta Community Food Bank's, Hunger Walk. The 2017 Hunger Walk was held on March 5th. The Clergy, our Youth group, and many other parishioners took part in this annual walk to advocate for those living with hunger.

The Walk is one of our Outreach projects for the larger community. The 2018 Hunger Walk will take place on Sunday, February 25th, starting at noon.

Contact: Edith Woodling, edith@mysaintb.org

Education

ADULT FORMATION & EDUCATION:

Centering Prayer

Sunday morning at 9 am. During centering prayer, we come to share silence together as well as reflect with one another where we have seen God during the week, in our lives, in our jobs—in the middle of the busyness. Centering Prayer is open to anyone who wants to come and explore the ancient practice of meditation through a Christian perspective.

Contact Ray Jack, hrayjack@gmail.com

Retreats

Throughout the Church year, we will offer various retreats to the parish and the wider community, focusing on areas such as the Liturgical Year, practices of prayer, monastic spirituality, and intergenerational opportunities for intentional reflection. These times of "retreat" offer us opportunities for greater focus in our prayer in the richness of silence and reflection.

Contact Ashley Lytle, ashley@mysaintb.org

Sunday School

Throughout the church year we will offer various classes and forum opportunities. These classes meet from 9:30 to 10:15 am on Sunday mornings.

Contact Ashley Lytle, Ashley@mysaintb.org

YOUTH MINISTRY:

EYC—Episcopal Youth Community

EYC 6th—12th Grade

The Episcopal Youth Community is a fellowship group for 6-12th graders that meets for service and fun at St.

Benedict's. The goal of EYC is to engage our youth in a welcoming faith community where they are invited and allowed to expand their beliefs as Christians and Episcopalians. We hope to encourage them along their spiritual journeys and to prepare them to live Christ-centered lives. This group will meet once a week on a weeknight for dinner, devotion, and fellowship. We also have opportunities for special events and activities throughout the year such as lock-ins, retreats, and Diocesan events sponsored by the DYC.

Contact The Rev. Ashley Lytle, ashley@mysaintb.org

Youth formation

On Sunday mornings our two youth classes, Middle School (grades 6-8) and High School (grades 9-12), each study scripture and theology while applying what they learn to their respective contexts. Many youth think that the Bible and our various traditions don't apply to them, and we're here to help them learn that their faith is paramount—even in the halls of their schools, the football fields, and the birthday parties. We hope to teach them to rely on their knowledge of scripture, theology and faith as they navigate teenage years and beyond. There are also doughnuts and plenty of shenanigans, they're kids after all!

Contact The Rev. Ashley Lytle, ashley@mysaintb.org

Stay Connected:

Sign up for the Youth email
at Ashley@mysaintb.org

stbyouth
St. Benedict's Youth



CHILDREN'S MINISTRY:

Nursery

Nursery is offered on Sundays during Sunday School and the 10:30 am service. The nursery is for children up to age 3 years old.

Sunday School

Children's Sunday school meets September - May.

Preschool & K -2nd Grade Classes

We offer a lectionary based curriculum that allows the children to explore the Bible stories through open ended art projects and either hands-on activities in an engaging environment where they can build relationships with their friends.

Rite in the Middle (3rd - 5th Grade) Class

Doughnuts, fellowship, and formation! This age group's time together on Sunday is focused on building relationships with their friends, talking about the things that matter in their lives, and connecting their experiences to God through creative activities.

Children's Chapel

All children are welcomed at all worship services at St. Benedict's. However, during the 10:30am service on Sunday mornings we offer Children's Chapel services for children to explore the Liturgy of the Word in a child friendly way. Children in Chapel join their families during the Presentation of the Gifts for Holy Communion.

Spirit Week

Spirit Week is a week-long summer formation opportunity for children, which uses crafts, games, outreach projects, storytelling, and music to explore God's love.

PreYC

PreYC is the 3rd-5th grade youth group. It typically meets the last Sunday of every month after church, although this time can change if a holiday interrupts the schedule. Our meetings involve outreach, games, fellowship, and worship.

Contact Courtney Vaughn, courtney@mysaintb.org for all children's ministries

Parish Life

Stewardship

We invite you to consider making a pledge to St. Benedict's as a sacramental sign of your participation in God's mission in this community. With our common pledge, we proclaim God's call upon—and presence within—all aspects of our lives.

Contact Kate Wiley, katewiley26@aol.com

After Service Luncheons & Kitchen Committee

The After Service Luncheons and the Kitchen Committee members work together to coordinate and set up food for parish events.

Contact Barkley Russell, barkley@barkleyrussellagency.com

Women's Social Group

Offers the women of St. B's a unique blend of fellowship, spiritual reflection and outreach opportunities. They meet each month at various locations.

Contact Karen Takada, kvmtakada@gmail.com

Building and Grounds

The Building and Grounds ministry is responsible for coordinating the upkeep of our facilities. Sometimes we have to call in the pros, but whenever we can, we tackle repair and maintenance projects ourselves. Working together on projects allows us to build fellowship and save our financial resources.

Contact Alex Massie, alexjmassie@yahoo.com

Parish Library

Located in the conference room, the parish library offers a selection of over 1200 books. Topics include parenting, spirituality, Christian history, pastoral care, self growth, reference, and more. Please feel free to visit the library and check out a book. Located on the third floor in the upper conference room—S304.

Communications Committee

Contact Barkely Russell, barkely@barkleyrussellagency.com

St. Benedict's Dashboard

This new digital communications dashboard gives you new way to access your St. B's information via the internet browser called "My St. Benedict's Dashboard" for members.

With this dashboard, you are able to:

- Log in from anywhere, internet access
- Update your personal contact information
- Update your personal photo
- View current directory
- View the church calendar
- View your contribution
- View and print your financial statement
- Sign-up to get involved in a "small group/ministry"
- Select target interest group for Constant Contact list

Contact Betsy Shuford, betsy@mysaintb.org

Church Life App

We also launched the Church Life App that integrates with our My St. Benedict's Dashboard. It's literally an up to date church directory and calendar in your pocket.

Contact Betsy Shuford, betsy@mysaintb.org

Calendar

Sundays—September through May

8:am—Holy Eucharist—Rite II
8:45 am—Centering Prayer—Rector's office
9:15 am—Nursery
9:30 am—Sunday School for all ages
10:30 am—Holy Eucharist—Rite II
10:30 am—Children's Chapel
1:00 pm—Misa En Español
1:00 pm—Path To Shine®

September

10th—Kickoff Sunday, all programs start back

17th—Annual Meeting

October

1st—Fall Festival, 2—6pm

15th—Ugly Pants Brunch

16th—Ugly Pants Golf Event

November

5th—All Saints Sunday with Baptisms, 10:30 am service

December

3rd—First Sunday in Advent with Advent Wreath Making after the 10:30 service

24th—Christmas Eve:

5 pm—Family Christmas Eve

8 pm—Christmas Eve service

11 pm—Christmas Eve service

25th—Christmas Day—10:00 am service

26th—1st—Church office is closed

January

21th—Bishop's Visit, Baptisms, Adult Confirmations and our 10 year Anniversary, 10:30 service

February

13th—Shrove Tuesday

5:30 dinner

14th—Ash Wednesday

12:30 pm—Service

7:00pm—Service

Season of Lent

March

25th—Palm Sunday

29th—Maundy Thursday, 7:00 pm service

30th—Good Friday, noon service

31st—Easter Vigil with Baptisms, 8:00 pm service

April

1st—Easter Sunday

9:00 am—Holy Eucharist Rite II

11:00 am—Holy Eucharist Rite II

2nd—Church office is closed

May

20th—Pentecost with baptisms, 10:30 am service

June

11th - 15th—Spirit Week

July

15th—St. Benedict's Day with baptisms, 10:30 am service

August