

MINISTRY RESOURCES - BOOKS

MINISTRY

The Ministry of Service: Introduction to Ministry

By: J. Bernardin

Bernardin's pastoral letter on ministry, published here in a slightly modified form, acknowledges certain questions and tensions regarding ministry and reflects on "the general concept of ministry, the current situation of ministries in the local Church, and the understanding of ministry in light of our historical tradition and the faith of the universal Church." **12.BERN** (also available in Liturgy #13.084)

The Ministry of Evangelization

By: Susan Blum

This booklet conveys a sense of the excitement of the mission as well as practical, nitty-gritty details of it. It is designed to encourage the ordinary lay person in the pews to fulfill the Great Commission of Jesus: "Go ye therefore into the whole world and make disciples." It offers the reader vision, scope, and down-to-earth assistance on the old/new ministry of evangelization. **12.BLUM**

Inactive Catholics (New Parish Ministries)

By: Gail Burns

Explore some possibilities for creating a "welcome back" atmosphere in your parish communities; includes a program that can be adopted and adapted by those who minister to inactive Catholics. **12.BURN**

Christ Present and Yet to Come

By: Rev. Joseph Champlin

This book combines a historical, pastoral and theological approach to the renewed liturgy and seeks to blend the old and the new, the contemporary and the classical, the riches of our past tradition with the needs of the current moment. It should prove valuable especially for celebrants, members of parish worship committees, musicians, lectors and those immediately concerned either with preparing liturgies or exercising their function in them. It is a book for all of God's people at prayer. **12.CHAM**

I Like Being in Parish Ministry: Assembly

By: Daniel Connors

With insight, wisdom, and humour, Dan Connors focuses on our responsibility as members of the body of Christ. He encourages full and active participation in the liturgy, and guides us in our understanding of the importance of the assembly. **12.CONN**

Creative Stewardship (From the Creative Leadership Series)

By: Richard Cunningham

This book offers to the leaders of the church, both lay and clergy, guidelines that will help them apply the principles and patterns of Christian stewardship as a model for creative living. **12.CUNN**

Called to Parish Ministry

By: Greg Dues

Today men and women of all ages and all walks of life are drawn to service in the church, but many don't know where to begin. Are you among them? If yes, here's the book for you! *Called to Parish*

Ministry offers a complete overview of ministry in the church today and answers questions like: What is parish ministry? How and why did it develop? **12.DUES**

Ministries: Sharing God's Gifts

By: James Dunning

James Dunning offers a vision of the Church in which all its members may truly share the talents which are uniquely theirs. Recognizing and respecting the accepted ministries of the Word, community-building, celebration and service-healing, Dunning expands our understanding of these ministries and challenges us to see new opportunities for involvement in each one of them: the ministry of the Word; the ministry of community-building; the ministry of worship and celebration; and ministry of service and healing. **12.DUNN** (also available in Liturgy #13.032)

Pilgrim in the Parish: A Spirituality for Lay Ministers

By: Virginia Finn

This book leads the reader to a discovery of the foundation for ministerial spirituality and to prayer that effectively enhances relationship to God, ministry, and the mission of the church to and within the world. **12.FINN**

Come Down Zacchaeus: Spirituality & the Laity

By: Thomas Green, S.J.

As the church moves into the “age of the laity,” Green helps us to understand what is distinctive about lay spirituality, reviews its historical roots and discusses its scriptural and conciliar support. This book has much to say to lay people, clergy and religious alike because the author elaborates the essential elements of any spirituality, dealing with them as complementary ways of living out the “call to holiness” according to the gospel. Solidly rooted in the traditions and history of the church. **12.GREE**

Servant Leadership

By: Robert Greenleaf

Paulist Press, 1977

This book is of great value to pastors, businessmen or educators who are concerned about providing strong-quality leadership to the people they serve. **12.GREEN**

The Art of Christian Listening

By: Thomas N. Hart

Paulist Press, 1980

This book enables the Christian helper to understand better his or her role of “helper,” as well as to comprehend the objectives and limits of such a role. The author clearly shows the many ways in which we can serve others through listening to their stories. At the same time, it demonstrates how this listening role is different from that of the psychological counselor. **12.HART**

The Ministry Explosion: A New Awareness of Every Christian's Call to Minister

By: Robert Hater

Robert Hater has long been concerned about ministry. His experience as parish priest, teacher, writer, lecturer and Diocesan Religious Education Director have convinced him that the minister's role belongs not simply to the ordained, but to every Christian. **12.HATE**

The Pastoral Companion: A Canon Law Handbook for Catholic Ministry

By: John Huels

A notable and eminently useful source of information and guidance for people engaged in the ministry of the Catholic Church. **12.HUEL**

The Faithful of Christ: The New Canon Law for the Laity

By: John Huels

A thorough exposition of Church laws applicable to all Catholics and to the laity in particular. **12.HUEL**

Lay Workers for Christ

By: Reverend George Kane

Father Kane has collected autobiographical sketches by representative Catholic laymen; in these they recount their experiences in bringing Christ to their world, to the world of the poor, the sick and the oppressed, to the world of the market place, the foreign shore, the home, the labour union, government and education. **12.KANE**

Ministry: A Theological, Pastoral Handbook

By: Richard McBrien

This book offers definitions of Ministry, Church and Kingdom of God. It traces the history and changing views of the ministry, from the New Testament to the present. Also, it offers seven basic criteria by which the Church can make responsible judgments about the qualifications and pastoral performance of its ministers. Finally, it offers ten criteria by which the active minister candidate can discern among competing spiritualities. **12.MCBR** (also available in Liturgy #13.028)

That's the Old Spirit!

By: Joseph McGloin

Put a pesky guardian angel, an inquiring light-hearted religion teacher and profound truths together and you will enjoy an experience that is both entertaining and enlightening. **12.MCGL**

Formation for Evangelization: Reflections of a Catholic Educator

By: James Mulligan

The chapters of this book give an intelligent and practical model which educators can use to reflect on the why and the how of their vocation as Catholic teachers. **12.MULL**

Creative Ministry

By: Henri Nouwen

A thoughtful examination of the various complex tasks that are part of ministry. **12.NO UW**

The Wounded Healer: Ministry in Contemporary Society

By: Henri Nouwen

Noting That modern man is above all a suffering man - he is psychologically sounded by lack of hope, by loneliness, by the predicament of rootlessness - Father Nouwen explains why the minister of today can only help others deal with these problems if he is willing to go beyond his professional role and leave himself open as a fellow human being with his own wounds and suffering. **12.NO UW**

In the Name of Jesus

By: Henri Nouwen

Crossroad Publishing, 1989

Henri Nouwen presents a powerful vision of leadership for now and for the future. By looking back at his own life and transition from the academic setting of Harvard to working the mentally handicapped at the L'Arche communities in Toronto, he reflects upon the challenges and the solutions to the problems within today's Christian leadership. He also challenges many of the current perceptions of how to lead and takes the reader back to the lessons of Scripture and the lived example of Jesus. **12.NO UW**

Recruitment and Formation

By: Michael O'Hearn

How do you go about the job of recruiting men and women for parish ministry? And once people have expressed a desire to serve, where do you go from there? This booklet is an attempt to provide some practical suggestions and guidelines in response to those two questions. **12.OHEA**

Bridges to Faith: The Why and How of High School Chaplaincy

By: Catherine Pead

The tested and refined ministerial insights, principles, exercises and practical suggestions shared by the authors will be a tremendous help to anyone interested in learning more about the nature and importance of school chaplaincy. **12.PEAD**

People's Ministry

By: T. Thottumkal

This booklet contains profound insights and practical suggestions. For pastors it gives guidelines and incentives to accommodate his people to carry out their ministries in the Church which he governs. This booklet will attempt to elaborate the people's ministry and the pastor's task in our renewing Church.

12.THOT

To Build and Be Church: Lay Ministry Resource Packet

By: USCC

This Packet is offered as a sampling of the variety of resources available to bishops and clergy as well as laity who are concerned about the development of mutual, shared ministry. **12.USCC**

PARISH MINISTRY BOOKS in Liturgy Section of Diocesan Library

The Ministry of Believers

By: Emeric A. Lawrence, OSB

The Liturgical Press

This booklet was written "to help serious-minded Catholics to acquire some sort of minimal understanding of the faith they have been professing all their lives." Ideal for parish renewal programs and well suited for pamphlet-rack distribution, the booklet considers such questions as: Why go to Sunday mass? What do we know about God? What is a sacrament? etc. **ISBN: 0-8146-1276-8**

Strong, Loving and Wise

By: Robert W. Hovda,

Lit. Conference Inc.

This is a guidebook designed for the training, formation and direction of persons entrusted by ecclesial communities with specific liturgical ministries. It is recommended particularly for clergy, theological and seminary students, pastoral teams, parish liturgy committees, persons involved in liturgical ministries and persons responsible for training those ministries. **#13.031**

Canadian Studies in Liturgy: Ministries of the Laity – No. 2

By: Frank J. Henderson

CCCB

Intended for the people in parishes who are involved in planning and leading the liturgical celebration - including liturgy committee members, readers, musicians, singers, catechists, teachers, religious, seminarians, and clergy - this book will provide a challenge to better understanding and celebration of the liturgy. **#13.035**

Neighbourhood Ministry Basics: A No-Nonsense Guide

By: Paul Cook & Judith Zeiler

The Pastoral Press

This book shows you step by step how to renew and revitalize your worship community, welcome the return of members, and strengthen the bonds that unite your parish family. It explains methods for recruitment, training, and support of ministers. Perfect for parishes that are in a renewal process.
#13.036

There are Different Ministries

By: Robert W Hovda

The Lit. Conference

By the well-known liturgist and pastor, this is a guide for acolytes, ministers of communion, ushers and occasional ministers. It is designed for those who plan liturgical celebrations and those who function as ministers in those celebrations. It offers practical guidance to clergy, parish liturgy committees and planning groups, those entrusted with various offices of liturgical ministry and those responsible for the training of such persons. (1975) **#13.037**

Communion (New Parish Ministries)

By: Marjorie Moffatt

PUBLISHER: Novalis

This booklet covers the following topics: What is involved in the Ministry?; Planning the Ministry; Recruiting, installing and commissioning; Teamwork and Nurturing the Ministry; Evaluating the ministry; Special questions. (c.f. 13.010) **#13.040**

New Parish Ministries, Series I, II, III

Editor: Jerome Herauf

PUBLISHER: Novalis

This is a series of "how-to" handbooks, providing ministers with very practical materials on what to do: Series I - ten key areas of ministry Baptism Preparation; First Eucharist; Reconciliation; Confirmation; Marriage Preparation; Liturgy Planning; Readers at Liturgy; Musicians at Liturgy; Lay Presiders at Liturgy; Health Care Ministers; Parish Prayer Groups; Parish Council. Series II - five key areas of ministry: Adult Faith Education; Children's Word Liturgy; Hospitality; Separation and Divorce Ministry Series III - six key areas of ministry - Adult Christian Initiation, Communion, the Elderly, Inactive Catholic, Recruitment and Formation, and Social Justice. It presents pastors and pastoral teams with a rich set of resource materials, helping them to activate laity and religious in many aspects of parish life. (These handbooks are also available as individual booklets.) **#13.081**

The Ministry of the Small-Group Leader

By: Eugene Skelton

PUBLISHER: Liturgical Press

Each community or congregation regularly involves people in small-group interaction. This booklet is addressed to potential leaders of such groups -- whether they be two or a hundred people -- and comments on how leaders might form groups and work with them to achieve a goal or finish a project.
#13.088

Ministry: Traditions, Tension and Transitions

By: William J. Bausch

PUBLISHER: 23rd Publications

Pastors and lay ministers will deeply appreciate Fr. Bausch's treatment of how ministry and ordained priesthood work in collaboration -- and how his book invites ordained priests and lay ministers to share the work of the Lord. This book is about peoples' lives of faith and dedication. As such, it is not only an important contribution to the literature on the subject. It is also, and foremost, a support for those priests, religious, and layperson struggling to be the church of today and to become the church of tomorrow.
#13.094

Catholics Coming Home

By: Carrue Kemp

PUBLISHER: Harper Collins Pub.

Catholics Coming Home offers renewed energy to the Catholic Church through reconciliation with its “unchurched” members. Many of the millions of inactive Catholics are looking for a way back to their church. Trailblazers in this vital area of ministry, Kemp and Pologruto share their secrets of successful outreach, detailing how to conduct step-by-step-recruiting of a ministerial team, getting the word out, conducting sessions, and maintaining ongoing contact. #13.100

A Catechumenate Needs Everybody: Study Guides for Parish Ministries

Edited by: James A. Wilde

PUBLISHER: Lit. Training Pub.

Seven ministries for every one in the parish -- evangelization, hospitality, Sunday assembly, prayer, discernment, peace and justice, catechist -- make the first seven chapters of this work book necessary study for all. Thirteen other chapters -- catechumen, sponsor coordinator, sponsor, catechumenate director, etc. benefit specific people or groups. Chapters are written by expert practitioners in particular pastoral ministries. Teachers, RCIA directors, pastors, Bible study facilitators and liturgists need this workbook. #13.103

Guide for the Assembly

By: Cardinal Joseph Bernardin

PUBLISHER: Lit. Training Pub.

A discussion of Sunday liturgy in parishes as the centre, the spirit and the force of Catholic life. #13.108

Liturgical Ministry: A Practical Guide to Spirituality

By: Donna M. Cole

PUBLISHER: Resource Pub. Inc.

This is a very helpful resource for both the novice and the seasoned liturgical minister. Donna Cole invites her reader to prepare for ministry -- whether that of reader, musician, acolyte, minister of communion or of hospitality -- by study, reflection, and prayer, and she provides the resources to do just that. #13.118

ALTAR SERVERS

The Ministry of Servers

By: Michael Kwatera

This booklet gives detailed instructions for altar servers, who perform an essential ministry to God and God's people. Pastors, associate pastors, liturgy directors and anyone entrusted with the training of servers will welcome the clear, concise, simple and well-organized directions given in this practical booklet. **12.KWAT** (also available in Liturgy #13.006)

The Ministry of the Sacristan

By: Frank Winkels

Publisher: Liturgical Press

Long recognized as an important adjunct to other liturgical ministries, the ministry of the sacristan must be firmly rooted in the requirements that the liturgy places upon it. This booklet provides insights into the graceful preparation of the worship space to aid in the celebrations of the faith community. **12.WINK** (also available in Liturgy #13.065)

Preparing to Serve at the Table

By: Fr. John Hibbard

Old or young, male or female, servers need formation to understand how their ministry reveals to the community part of itself. This booklet provides sound principles and approaches for both those who serve and those responsible for their formation. **#13.013N (Liturgy)**

Ministering at the Altar of the Lord: Servers (Archdiocese of Kingston Guidelines)

By: Fr. John Hibbard

This manual is offered as an assistance to those who exercise the ministry of service at the Altar and those who are responsible for training and preparing servers. This book contains material of general interest at the parish level: serving principles, the Sunday Eucharist, Funerals and Marriages. **#13.048 (Liturgy)**

The Sacristy Manual

By: Thomas G. Ryan

PUBLISHER: Lit. Training Publ.

The first chapters of this manual form an introduction, thus setting the later details into this framework of church and liturgy. The next part is a long tour through the different part os the church complex, showing the relationship of the items in the sacristy to the actions and places of community. Part three describes the sacristy's holdings and functions; it is a review and background for experienced sacristans and a suggested program for those building a new sacristy. Finally, in the last part is a series of checklists for major feasts and rites. **#13.095 (Liturgy)**

Liturgy Planning: New Parish Ministries

By: Kenneth Pearce

PUBLISHER: Novalis

This is a little book which help us to "get ready" for liturgy. Those who do the planning are no less ministers than those who function more visibly on Sunday morning. Besides showing how to set up a planning committee and providing sample agenda, information is gen on the Liturgical Year and planning the environment for Sunday Mass. Checklists are provided. **#13.106 (Liturgy)**

Serve God with Gladness: A Manual for Servers

By: David Philippart

PUBLISHER: Lit. Training Pub.

This book will help you learn to serve, or serve even better at Sundays, weddings, funerals, daily Mass daily prayer and when the bishop comes. It will help you learn the names of other ministers and of all the things that servers use. It will even help you learn your way around the church building! **#13.109 (Liturgy)**

Young Server's Book of the Mass

By: Kenneth Guentert

PUBLISHER: Lit. Training Pub.

Here at last is a training aid for young servers that presents sophisticated liturgical information in the language of young people. Despite the playfulness of both author and illustrator, the text and artwork retain the utterly serious purpose of trying to give young people some sense of “the holy” -- especially as it relates to our worship. Indeed, that is the motif of the book. If young servers can learn that their role is special (i.e., holy), style and grace will follow. **#13.116 (Liturgy)**

Guide for Sacristans

By: Christina Neff

PUBLISHER: Lit. Training Pub.

This is a book about a dynamic ministry that has only recently begun to come into its own and to be appreciated for its tremendous potential. Besides a general orientation of the role, this book contains practical info and checklists to help prepare the things of the liturgy and to make them accessible to the members of the assembly. Good for parish leaders also. **#13.120 (Liturgy)**

DIACONATE MINISTRY

The Deacon: Minister of Word and Sacrament

(USCC, 1979) Bishop's Committee

A study text which has as its purpose the presentation, from the historical, theological and pastoral perspective of two of the ministries of the diaconate: *diakonia* of the word and the *diakonia* of worship.

12.BISH

Permanent Deacons in the United States: Guidelines on Their Formation and Ministry

By: NCCB

The diaconate was restored as a permanent ministry both out of a concern to regain for the Church the full range of its ordained ministers and to meet the challenges of a new age. These guidelines have been drawn up on the basis of the Church's tradition, the challenges of Christian service in modern society, and in light of the experience gained in the years since the diaconate was restored in the U.S. **12.NCCB**

Permanent Deacons

By: NCCB

An overview of the Permanent Diaconate in the U.S. **12.NCCB**

Service Ministry of the Deacon

By: Rev. Timothy J. Shugrue

This planning document, as approved by the general membership of the NCCB in 1986, the Bishop's Committee on the Permanent Diaconate was authorized to prepare a series of monographs as part of a structured catechesis on the permanent diaconate. **12.NCCB** (also available in Liturgy #13.064)

The Liturgical Ministry of Deacons

By: Michael Kwatera, OSB

PUBLISHER: The Liturgical Press

This short work is directed to all deacons, both permanent and transitional, in the hope that it will promote their formation for service within the Church's Eucharist, other sacramental rites, and communal prayer. It explains how the duties of the deacon within the liturgy may be performed effectively.

#13.008 (Liturgy)

The Deacon: Minister of Word and Sacrament

Bishop's Committee on the Liturgy

PUBLISHER: USCC (Study text)

This book contains the following topics: The Deacon in Theology and History; The Ordination of Deacons--a Commentary; The Liturgical Ministry of the Deacon-- Norms and Guidelines; Liturgical Studies and the Formation of Deacons. It is hoped that this book will be used by all people who wish to understand the vital role intended for the diaconate in the life of the Church. **#13.062 (Liturgy)**

Permanent Deacons Booklet

By: Russel Shaw

PUBLISHER: USCC

In its planning document, as approved by the NCCB, the Bishop's Committee on the Permanent Diaconate was authorized to document the status of and promote communications relative to the permanent diaconate. This revised and updated document is part of that effort. **#13.072 (Liturgy)**

EUCCHARISTIC MINISTER

I Like Being in Parish Ministry: Eucharistic Minister

By: Nancy Gaudette

Here Nancy Gaudette lays a foundation of tradition and church teaching for the eucharistic minister. She builds on the importance of knowing what we represent as a minister of the eucharist, and shows how the work carries over into our everyday lives. **12.GAUD**

Guide for Ministers of Communion

By: Victoria Tufano

This book is a basic guide for those who distribute the Eucharist in the Sunday assembly and for those who bring holy communion to the sick or homebound. It is a solid introduction for those new to this ministry and will also help veteran ministers of communion deepen their appreciation of the importance and dignity of their ministry. **12.TUFA**

The Ministry of Communion

By: Michael Kwatera, OSB

PUBLISHER: The Liturgical Press

Both those who prepare lay people to serve as special ministers of Holy Communion and the men and women who accept an invitation to serve the people of God in this ministry will benefit from this booklet. Father Kwatera provides a short history of this ministry and then offers directives on how to minister the Eucharist to the assembly at Mass or apart from Mass and to the sick and confined in their homes. **#13.005 (Liturgy)**

An Important Office of Immense Love: for Eucharistic Ministers

By: Joseph M. Champlin,

PUBLISHER: Paulist Press

This book gathers together all the information lay people will need in order to function as Eucharistic ministers. Designed for newly-appointed ministers and for those with long experience, it provides historical background on the office, theological and ritual training, and spiritual enrichment for lay persons who serve at the altar or who carry the Eucharist to shut-ins. **#13.027 (Liturgy)**

The Body of Christ

By: Clare T. Pelkey, CSJ

PUBLISHER: Ave Maria Press.

Experienced ministers will appreciate this book's emphasis on continuing spiritual formation and find it a source of revitalization of their ministry. Those preparing to accept the office will benefit from the practical guidelines for ministering the Eucharist in church, at home, in a hospital or nursing home. *The Body of Christ* also deals with the pastoral skills and techniques that will enable the Eucharistic minister to be a channel for the healing power of the Eucharist and illustrates how in its many forms, this ministry can provide the highest form of service. **#13.038 (Liturgy)**

The Ministry of Communion (Archdiocese of Kingston Guidelines)

The Liturgical Commission of the Archdiocese of Kingston

These Guidelines are prepared to guide parishes in their choice and appointment, as well as the preparation of special ministers of the Eucharist. It also provides guidance for the distribution of Communion under both kinds, bringing Communion to the sick and the reception of communion by the faithful. (1987) **#13.047 (Liturgy)**

Ministers of the Lord's Presence: Eucharistic Ministers' Edition

By: Carol Luebering

PUBLISHER: St. Anthony Mess. Press

This booklet invites Eucharistic ministers to reflect on their role as minister of the Lord's presence in bread and wine. It offers both a general history of and spiritual enrichment for this lay ministry. Both newly commissioned ministers and experienced ministers will appreciate this book's emphasis on continuing spiritual formation through prayer and reflection. **#13.051 (Liturgy)**

Eucharistic Bread-Baking As Ministry

By: Tony Begonja

PUBLISHER: Resource Pub. Inc.

If you would like to "do something," but are too shy to read or give communion, here is a chance to use simple gifts – baking and praying -- in your own kitchen. The result will deepen your spiritual life and enrich the congregation. This book contains recipes, tips for ingredients, and an interesting background section on the history of bread used in the Eucharist. **#13.104 (Liturgy)**

Special Ministers of the Eucharist

By: William J. Bedford

PUBLISHER: Pueblo Pub. Co.

This is the basic text for all members of the church who wish to serve in this restored ministry. Included in this volume are the official texts for commissioning special ministers of Holy Communion and the official texts for the administration of communion to the sick. **#13.122 (Liturgy)**

Ministers of Communion

By: Victoria M. Tuffano

PUBLISHER: Liturgy Training Pub.

This book is a basic guide for those who distribute the Eucharist in the Sunday assembly and for those who bring holy communion to the sick or home-bound. It is a solid introduction for those new to this ministry and will also help veteran ministers of communion deepen their appreciation of the importance and dignity of their ministry. (1999) **#13.123 (Liturgy)**

HOSPITALITY MINISTRY (Ushers & Greeters)

Re-Membering: Ministry of Welcoming Alienated & Inactive Catholics

By: Susan Harmony

PUBLISHER: The Liturgical Press

This book, on the ministry of welcoming alienated and inactive Catholics back to the Eucharistic table and to full active discipleship, honors the process of conversion so important on this returning journey; and it respects the reconciling ministry of the entire Catholic Christian community. (1991)**LENGTH:** 77 pages **ISBN: 0-8146-1197-5 BOOK #** 11.000 (2 copies) (Liturgy)

Ministry of Hospitality

By: James Comiskey

Before Vatican Council II, we probably would not have discussed a ministry of Hospitality. Mere physical presence seemed to be all that was required of us, although we knew, even then, that worship and church life called us to much more than that. As we examine the many ministries that have emerged in the Church of our time, we discover how important hospitality is to all of the works in which we are involved. Hospitality is part of the foundation on which all of the ministries are built. **12.COMI** (also available in Liturgy #13.059)

Guide for Ushers & Greeters

By: Lawrence Mick

Fr. Mick links ushering with the ministry of greeting, because these two together contribute to the overall ministry of hospitality at the Sunday Eucharistic assembly. **12.MICK** (also available in Liturgy #13.107)

Ministry of Ushers

By: G. Smith **12.SMIT**

Ushers, Greeters & the Ministry of Hospitality

By: Robert Smith

As Catholic Christians, we need to reawaken our sense of hospitality. Church is community. And we are the Church. We are all called to perform the ministry of hospitality. Somebody has to get it started. Topics include: Welcoming the Guest to the Feast; General Duties of Ushers; Special Concerns; Creating or Re-creating a Hospitality Ministry in Your Parish. **12.SMIT** (also available in Liturgy #13.087)

Ministers of the Lord's Presence: Ushers'/Greeters' Edition

By: Carol Luebering

PUBLISHER: St. Anthony Mess. Press

This booklet of prayers, reflections and history will help all ministers of hospitality appreciate more fully their unique ministry of helping their brothers and sisters prepare for a joyful and prayerful celebration of the Eucharist. **#13.050 (Liturgy)**

Ministry of Ushers

By: Gregory F. Smith, OCarm,

PUBLISHER: Liturgical Press

Along with all other lay ministries in the church today, the role of ushers at the Eucharistic assembly is being cast in new light. They are not mere stagehands or money-collectors but exercise a true liturgical ministry of hospitality that helps to build community. Father Smith explains how ushers can effectively serve the worshipping assembly with joy, dependability, kindness, and reverence, and thus prepare their brothers and sisters for joyous participation in the sacrament of unity. **#13.058 (Liturgy)**

Hospitality: New Parish Ministry

By: Bernadette Gasslein

PUBLISHER: Novalis

This booklet includes - Hospitality: Hallmark of the Christian Community; The Process of Welcome; Hospitality: Context of Liturgical Gathering; Welcoming the Stranger We Haven't Met; Welcoming the Stranger We Know; Allowing Ourselves to Be Welcomed; Ministering Responsibly. #13.077 (**Liturgy**)

LECTOR

I Like Being in Parish Ministry: Lector

By: Alice Camille

The ministry of lectoring is so much more than simply reading from the lectionary on Sunday. Alice Camille shapes the history and practice of lectoring with examples and tips for effective reading, while highlighting the spiritual needs of this ministry. **12.CAMI**

Ministry to Word and Sacraments: History & and Theology

By: Bernard Cooke

This book is an attempt to fill part of the gap of synthetic historical and theological nature of ministry. **12.COOK**

Guide for Lectors

By: Aelred Rosser

PUBLISHER: Lit. Training Publ.

Aelred Rosser is well-known for his teaching and writing about the proclamation of the word of God in Christian assemblies. He has taken his knowledge and experience as a lector and a trainer of lectors and brought them to this new work. It is a fitting resource for those coming to the ministry for the first time or for those who are renewing their participation in this work of the church in the Sunday assembly.

12.ROSS (also available in Liturgy #13.111)

Ministry of Lectors

By: James Wallace

Since lectors proclaim, not just any word, but the Word of God, it is essential that they develop the skills required to communicate God's message competently. This booklet first considers the Church's advice to lectors, the nature of the Word of God, the form it takes, and the principles of oral interpretation. It then comments on the lector's preparation and the characteristics of good public reading, treating such topics as nervousness, voice quality, volume, diction, range of voice, pace, pausing, rhythm, intonation and eye contact. **12.WALL** (also available in Liturgy)

Preparing the Table of the Word

By: Normand Boneau, OMI

PUBLISHER: Novalis

How do those preparing for liturgy read the scriptures contained in the Lectionary? How does the paschal mystery relate to the proclamation of the scriptures, and how do the scriptures lead us to the table of the Eucharist? This booklet helps readers make better sense of what they are proclaiming, and provides homilists with new insights for their homily preparation and preaching. **#13.013J (Liturgy)**

Reader's Guide to Proclamation – Cycle A

By: Jerome J. Du Charme

PUBLISHER: Franciscan Herald Press

This book provides readers with some needed theological and spiritual formation. This book is written for laymen to help them discover how the first two readings are connected with the gospel and how the Liturgy of the Word is part of the Eucharistic celebration. Comments in this book centre around Jesus. It is the prayerful hope of the author that it will lead readers to a personal encounter with our risen Lord.

#13.014 (Liturgy)

A Well-Trained Tongue (Workbook for lectors)

By: Ray Lonergan

PUBLISHER: Liturgy Training Pub.

This book begins in Section I, by expanding on the role of the lector in the ritual context of the

proclamation. Section II deals with basic communication techniques, Section III describes the steps in preparing a reading and Section IV suggests ways of bringing the words on the page to life. The final section handles some related considerations: the lectionary, choreography, proper clothing and behaviour. **#13.015 (Liturgy)**

Workbook for Lectors and Gospel Readers

PUBLISHER: Liturgy Training Pub.

(Cycle A) (Graziano Marcheschi) Available each year from LTP or CCCB

(Cycle B) (Aelred Rosser)

(Cycle C) (Mick)

13.019 A, B, C (Liturgy)

Speech and Oral Reading Techniques for Mass Lectors and Commentators

By: Benedict E. Hardman

PUBLISHER: The Liturgical Press

This book deals with the following topics: Role; Fear and Stage fright; Relaxation; Breath Control; Concentration and Comprehension; Projection and Intonation; Rate or Tempo; Phrasing, pause; Oral Reading Techniques; Eye Contact; Rehearsal; Pronunciation; Use of Public Address Microphone.

#13.022 (Liturgy)

The Lectors Guide: A Four-Week Training Program

By: Wood; Keifer; Foley; & Ramshaw

PUBLISHER: The Lit. Conference

This book is designed to deepen your understanding and develop certain skills through which yours will be an effective and worthy ministry of lectoring. This guide is divided into four sessions: The Lector and Scripture; The Lector and Liturgy; The Lector and Public Speaking; The Lector and Organization. The book's appendix contains essential reading matter in terms of planning a program. It invites reflection on scripture, liturgy, public presence and speaking, as well as many other concerns that figure in the lector's interest realm. **#13.023 (Liturgy)**

Messengers of God's Word: A Handbook for Lectors

By: Joseph M. Champlin

PUBLISHER: Paulist Press

This book has been written to encourage lay readers in the ministry of the word. It helps them see their role in the larger liturgical life of the church. It offers many practical "do's and don'ts" for public readers. Finally it provides a spiritual basis for those who serve as lay lectors. People who are just beginning their ministry and those who have been serving in that role for a long time will equally find this a helpful and positive book. **# 13.024 (Liturgy)**

Proclaiming the Word

By: G. B. Harrison

PUBLISHER: Pueblo Publishing

This book can contribute in a significant way to raising the level of performance of the lector in our Liturgy. It offers positive help and suggestions on ways in which the lector can be a more effective communicator. This is done in the context of a profound understanding of the richness of the role of the lector. **#13.025 (Liturgy)**

Manual for Lectors

By: Tate, Judith

PUBLISHER: Pflaum Publishing

This book is divided in to 4 chapters: 1. The Role of the Lector - as minister; Lector in history, In Meditation, Before the People and Lector Speaking; 2. Understanding Scripture - First Readings; Literary Forms; Second Readings; 3. Work Sheets for Lectors - Introduction, Paraphrasing, Pausing, Emphasizing, Dramatising, Introducing, Putting It All Together; 4. Commissioning Lectors - A Suggested Rite **#13.026 (Liturgy)**

Ministers of the Lord's Presence: Lectors' edition

By: Carol Luebering

PUBLISHER: St. Anthony Messenger

This booklet helps lectors discover the Lord's presence in the words of Scripture. It urges lectors to break open the word of God to their communities by using the knowledge of scholars to dig beneath the surface of the lectionary readings to discover their living, timeless meaning. Both new lectors and those who have been serving in that role for a long time will find the prayers, reflections and history in this small booklet a source of spiritual enrichment for continued growth in love and service. #13.049 (Liturgy)

Reading at Mass: Guidelines for the Lector

By: Frank J Mulligan

PUBLISHER: The Liturgical Press

Reading at Mass outlines the message of each of the Sunday readings of the three Lectionary cycles and provides hints as to how the lector should proclaim the readings at Mass. Its purpose is to help the lector and the hearers understand the Word of God in the liturgy. #13.060 (Liturgy)

Proclamation of the Word: Diocesan Pastoral Guidelines for the Ministry of Lector

By: The Liturgical Commission of the Archdiocese of Kingston

This booklet covers the Ministry of the Lector; their formation (including workshop outlines, documentation etc.); procedures at Eucharist; and appendices for enrichment and development of a spirituality based on Scripture. #13.061 (Liturgy)

Preparing to Preach

By: J Frank Henderson

PUBLISHER: Novalis

Here's a book to help you overcome your anxieties and get started on your preaching ministry. Inside you'll find a number of helpful hints and exercises. If you pay careful attention to both, and with a little practice, you'll soon be doing well what your pastor feels you have the ability to do – preach. #13.063 (Liturgy)

Readers at Liturgy: New Parish Ministry

By: Molly Callaghan

PUBLISHER: Novalis

This booklet is for you if: You are already a liturgical reader; You are an aspiring reader; You are in charge of the readers in your parish; You are concerned that the word of God be proclaimed well. It covers preparation, procedures, questions and answers on the ministry. # 13.075 (Liturgy)

Lector Becomes Proclaimer

By: Jerry and Gail Ducharme

PUBLISHER: Resource Pub. Inc.

Explore the ministry and spirituality of proclamation; master an effective method for preparing the Sunday readings; learn practical tips and techniques that will help a lector become a faith-filled proclaimer. #13.105 (Liturgy)

A Word That Will Rouse Them: Reflections on the ministry of Reader

By: Aelred R. Rosser

PUBLISHER: Lit. Training Pub.

This little book is not a training manual. It does not give readers instructions about volume, pitch, pauses and eye contact. The reflections offered here are about formation and transformation. They are about the interior growth and spiritual insight that ministers of the word want to develop. They are about the transformation of the reader from public communicator to genuine minister. Almost anyone can be trained to read the words of the Bible aloud in church. But to proclaim the word of God in the midst of the assembly, one must be formed – and transformed. #13.112 (Liturgy)

The Joy of Being a Lector

By: Mitch Finley

PUBLISHER: Resurrection Press.

This is a quick and practical introduction to the ministry of lector. There are many elements about Finley's book which make it recommended reading for all who fulfill this ministry: it is short; it is eminently readable; it is rich in theology, history and liturgy; it is practical, full of useful suggestions on how to be a better lector. **#13.119 (Liturgy)**

MINISTRY TO THE AGED / SICK / DISABILITIES

Pastoral Care of the Sick

National Liturgical Office (Ed.)

PUBLISHER: CCCB Publications

Contains prayers and rites for use by priests, deacons, communion ministers, and visitors to the sick. Rites for the sick, the dying, scripture and a Canadian supplement of blessings approved for use in Canada. Accompanying booklet "Communion of the Sick" (100 page booklet) is the lay ministers' Approved Ritual and Pastoral Notes. A card for use when communion is brought to the sick is also available. **LENGTH:** 375 pages **ISBN: 0-88997-053-X** **BOOK #** 10.013 (Liturgy)

Rites of the Sick

David Phillipart, editor

PUBLISHER: Liturgy Train. Public.

Contains prayers and scripture for use of those who visit the sick and pray with them or listen to their questions and concerns. Topics deal with Before the sacrament of Penance, Before the Anointing, the rite of Penance, Communion of the Sick, Anointing, About Illness and Faith. **LENGTH:** 60 page booklet **ISBN: 1-56854-141-4** **BOOK #** 10.013 - A (Liturgy)

Pastoral Care of the Sick: Rites of Anointing and Viaticum

NCCB and ICEL jointly

PUBLISHER: Catholic. Bk. Pub. Co.

Rites of Anointing and Viaticum: approved for use in the Dioceses of the USA. by the NCCB and confirmed by the Apostolic See. This booklet also contains rite for emergencies and rite for reconciliation of Individual Penitents. **LENGTH:** 383 pages **BOOK #** 10.013 - C (Liturgy)

Prayers With The Dying

David Philippart (ed.)

PUBLISHER: Liturgy Training Pub.

Prayers to use during the watch before death. Helping to remember some of the favourite prayers which were prayed during good health to help the one dying. **LENGTH:** 61 page booklet **ISBN: 1-56854-115-5** **BOOK #** 10.013 - D

A Caregiver's Companion: Ministering to Older Adults

By: J. Daniel Dymski

As the older adult population increases and the number of clergy decreases, the ministry of lay pastoral caregivers - parishioners who visit the sick and elderly - has become a vital one in the church. This book offers guidance and training to pastoral caregivers serving parishioners who are homebound or in care facilities. It is filled with all the vital information a volunteer minister will need including an extensive resource section that includes rites for distributing the Eucharist, prayer services for family settings and many other traditional prayers. **12.DYMS**

Handbook for Ministers of Care

By: Genevieve Glen

Liturgy Training Publications

This is a manual for those already involved in the ministry of care, and for those preparing to undertake this vital work. Here you will learn: a theology of sickness and suffering; how the communion ritual works; practical advice on making pastoral visits; how to take care of yourself while caring for others; where to find further information about illness affecting those you visit. **12.GLEN** (also available in Liturgy #13.012)

Caring for Yourself When Caring for Others

By: Margot Hover

Margot Hover weaves Scripture, personal stories, situational experiences and prayer into a practical and uplifting support for caregivers. Based on her work in the field of pastoral care, Hoever offers simple, direct advice for dealing with the day-to-day occurrences facing those who give care to other people.

12.HOVE

Ministry to the Aging

By: Millie Hynes

Publisher: Liturgical Press

This booklet offers practical advice to those involved in the care of the elderly in the family home and in retirement and nursing homes and challenges others to respond to this ministry with understanding and compassion. **12.HYNE** (also available in Liturgy #13.066)

Ministry to Persons with Disabilities

By: Jane Krafft

This booklet will provide a simple step-by-step method for establishing a ministry to persons with disabilities. The author has included a historical overview of the U.S.'s treatment of the disabled, a case history in Appalachia, and a self test for determining readiness for ministry. The main thrust of the text deals with Jesus' example of healing and concern for the disabled that prompted the American bishops to issue their Pastoral Statement of Handicapped People. **12.KRAF** (Also available in Liturgy #13.057)

Health Care Ministers

By: Nancy McGee

This booklet is written to give some insights to those who hear the call to serve the sick and to initiate ongoing growth in its creative ministry. **12.MCGE**

Ministry to the Homebound: A 10-Session Training Course

By: Kent Miller

Following the process outlined in this book, you can build an effective visitation program in your community. Both veterans and beginning ministry trainers will appreciate the detailed session plans (including reproducible handouts), which cover such topics: Making a Visit; How to be Caring; Understanding Grief; and more. **12.MILL**

Ministry to the Sick

By: Gerald Niklas

This is a concise and practical handbook for Christian ministers whose duties involve the care of hospitalized and/or sick persons. It shows acute awareness of the physical, emotional and spiritual needs of hospital patients and their families. **12.NIKL**

The Essential Parish Nurse

By: Deborah Patterson

A practical and useful resource for churches that are interested in developing a parish nurse program. Covering a broad range, it discusses the need for such a ministry, a brief history of parish nursing, the role of the parish nurse, and other details of interest to those wishing to establish a parish nurse program. This valuable guide includes an appendix with sample materials needed to start a parish nursing ministry: job description; health needs survey; installation of parish nurse; performance evaluation tool, etc.

12.PATT

Caring for the Sick and Elderly (A Parish Guide)

By: Sr. Marie Roccapiore, MPF

This book highlights the various ways pastoral care ministers and parish volunteers can reach out to the

sick and elderly. There are a wealth of ideas here for extending spiritual, sacramental, and charitable support to parishioners who are homebound, in nursing homes, or in hospitals. Personal examples and anecdotes help illustrate the ways that even the simplest gestures of care and concern can make a world of difference in the lives of the infirm. **12.ROCCA**

With God's Oldest Friends: Pastoral Visiting in the Nursing Home

By: Henry Simmons & Mark Peters

With God's Oldest Friends is filled with realistic, detailed, and practical information for pastoral caregivers. Simmons and Peters provide several very important perspectives, including: an orientation to the history of nursing homes; general and basic skills for smoothing the way and establishing rapport in this particular kind of 'home'; poignant and practical advice for specific difficult situations. **12.SIMM**

Visiting and Caring for the Sick

By: I. Delisle and R. Haughian

This book is meant to be a source of inspiration and a practical guide for those involved in this important type of voluntary work. Relatives and friends who occasionally visit sick people, and those who offer homecare, will find in these pages useful information and techniques. Volunteers who visit in hospitals and residences will be able to find the sections devoted to active listening and the accompaniment of the dying very helpful. **23.DELI (Grief)** (also available in Liturgy #13.082)

Love and Laughter: A Healing Journey

By: Catherine Fenwick

This book is an engaging discussion of what we can do to help ourselves create a fuller and more rewarding life. **23.FEN (Grief)**

Grief Ministry

By: JoAnn Sturzl and Donna R. Williams **23.WILL (Grief)**
with Facilitator's Guide

Bereavement Ministry

By: Harriet Young **23.YOUNG (Grief)**

Lord, Hear My Prayer: Visitation and Communion of the Sick: New Parish Ministry

Editor: Jerome Herauf

PUBLISHER: Novalis

This booklet is both for the sick person and for the one who comes to visit the sick. You will find here a wide choice of texts from scripture and selections from the Roman Rite for the Pastoral Care of the Sick. There are also texts for reflection, prayers and songs to assist in celebrating Communion and the Anointing of the Sick. It is an excellent little resource for family, friends, medical personnel, chaplains and pastoral volunteers. **#13.078 (Liturgy)**

MUSIC MINISTRY

Ministry of Musicians

By: Edward McKenna

This booklet is addressed to all involved in music for the liturgy - composers, parish music directors, choir members, cantors, organists, instrumentalists. After briefly reviewing the history of music in worship, Father McKenna discusses the role of music and musicians in contemporary worship. **12.MCKE**

The Pastoral Guitarist (Plus audio tape)

By: Bobby Fisher & Bob Hatfield

PUBLISHER: G.I.A. Publishers Inc.

This book is both practical and challenging. For the beginning guitarist, there is a simple, straightforward method for building basic and essential skills. For the intermediate guitarist, there are a wide variety of creative ideas for expanding her/his abilities. For the expert guitarist, they have provided innovative suggestions and examples that can challenge even the most accomplished player and the fire their own creative efforts. **#13.000 (Liturgy)**

Musicians at Liturgy: New Parish Ministries

By: Corbin T. Eddy

PUBLISHER: Novalis

This booklet will make a modest contribution by reviewing some fundamentals, and proposing concrete ways for developing and improving parish music programs that are “spirited and true.”

ISBN: 2-89088-084-2 **(Liturgy)**

The Ministry of Musicians

By: Edward J. McKenna

PUBLISHER: The Liturgical Press

This booklet is addressed to all involved in music for the liturgy - composers, parish music directors, choir members, cantors, organists, instrumentalists. After briefly reviewing the history of music in worship, Father McKenna discusses the role of music and musicians in contemporary worship. Here the text abounds with practical suggestions for those who choose, direct, play, or sing the music of the liturgy. Parish music directors, especially, will welcome this booklet, not only for their own information but for the formation of their music ministry team. **#13.002 (Liturgy)**

The Ministry of Cantor

By: James Hansen

PUBLISHER: The Liturgical Press

This booklet is a basic guide for those who are daring enough to support and encourage this ancient yet modern ministry. The author gives advice for beginning cantors, thinks creatively about the roles and uses of the cantor, and sets the ministry of cantering solidly within its venerable and ancient context. This booklet is a must for those responsible for creating participative liturgy and who are willing to “take the plunge” into the exciting field of contemporary church music. **ISBN: 0-8146-1387-X (Liturgy)**

Preparing Music for Celebration

By: Heather Reid

PUBLISHER: Novalis

Where to begin? New music is published every month, and new collections and hymnals appear regularly. How can you keep up with this flood of new material? Will people sing it? Knowing music’s very specific role in liturgical ritual, and recognizing the assembly as the singer of the community’s song, provide the starting points for dealing with these challenges. If your musicians and preparation team work from the principles outlined in this book, they’ll find clarity and unity of purpose - great starting points for your assembly’s song. **#13.013D (Liturgy)**

Prophecies and Puzzles (Seven Day Retreat for Those in Music)

By: Cynthia Serjak, RSM

PUBLISHER: Nat. Assoc. Past. Mus.

This book is a delightful combination of humour, serious reflection on scripture, and examples drawn from the hard knocks of experience. The author has put together a “do-it-yourself” retreat for musicians in a form that only “one of us” could have done. The retreat is designed to be used over seven days. Each day contains scripture reflection, suggested music for listening or playing, and questions certain to open each musician to the challenges of enriching his/her ministry of music. **#13.016 (Liturgy)**

The Volunteer Choir

By: Frank Brownstead & Pat McCollam

PUBLISHER: The Pastoral Press

A basic resource in one volume: the practised, practical help so many choir directors seek – full of the wisdom, training, talent, and expertise of two long-term choir directors. It contains timely advice from recruitment to year-end appreciation and all those vital steps between. It explains ministerial attitudes and the things that make choir directors tick. It discusses tone production, breathing, unified sound. It lists available choir materials with publishers’ addresses. Also, it sets out procedures and guidelines to assist in locating and hiring a choir director. **# 13.017 (Liturgy)**

Pastoral Music in Practice

Edited by: Virgil C. Funk & Gabe Huck

PUBLISHER: The Pastoral Press

The church musician faces a wide range of challenges. The National Association of Pastoral Musicians, through its journal Pastoral Music, has gathered a distinguished list of authors to address the most pressing concerns. Here from the pages of that journal, are their thoughts on the Ministry of Music, Music and Our Prayer, Music in the Liturgy, Tools and Tasks. **#13.018 (Liturgy)**

Introducing Dance in Christian Worship

By: Ronald Gagne; Kane; & VerEecke

PUBLISHER: The Pastoral Press

The history of dance in liturgy...models for using dance in the Eucharist...and examples of dance consistent with the church year. How to dance. Why to dance. And how dance fits into liturgy. The easy-to-follow format lets you choose the right movement for different parts of worship, much as you would choose the right music. Includes suggested gestures for danced prayer, step-by step dance movements for use in your church, and many photographs. **#13.020 (Liturgy)**

Introduction to Catholic Music Ministry

By: Ralph Middlecamp

PUBLISHER: Pastoral Arts Ass.

This brief, practical volume has emerged as a solid, work of introducing us to the Catholic Music Ministry. It includes the following chapters: Being and Becoming a Minister of Music; Music in Eucharistic Worship; Choosing Music For Celebration; Some Practical Matters; Continuing to Grow in Your Ministry. **# 13.021 (Liturgy)**

Notes on Choral Conducting

By: Henry Papale

PUBLISHER: HARP Inc.

This pamphlet on Choral Conducting is a transcription of a lecture delivered at the Music Ministry Conference in Montreal, Quebec, in September 1986. Because it is a transcription, the tone of the paper is more friendly and casual than a paper on such a serious subject might otherwise be. Casualness notwithstanding, for those without direct training in conducting and who must learn the craft on their own without the aid of a teacher, the tips, the hints and the paths contained make it a useful resource. **#13.041 (Liturgy)**

The Ministers of Music: The Mystery of Faith

By: Lawrence J. Johnson

PUBLISHER: National Past. Music.

This is the most comprehensive presentation of the new ministries of music since the Second Vatican Council. Not only are the well-known ministries of music - cantor, choir, instrumentalists and organist - included, but also the assembly, deacon and presiders, as well as the special ministries of composer and dancer. Each ministry is explored through history, liturgical documentation, reflections and study questions concerning current liturgical practice. **#13.042 (Liturgy)**

Liturgical Dance as Ministry

By: Anna Dowthwright

This booklet is written in response to the growing need to situate liturgical dance in the life of the Church. It is written for all those who are interested in liturgical dance, particularly as ministry.

#13.069 (Liturgy)

Cantor Basics

Editor: James Hansen

PUBLISHER: The Pastoral Press

Practical suggestions, sound advice and candid observations. A basic tool for parishes with established cantor programs and for those just initiating this ministry. This book answers the questions most frequently asked by cantor and parish music directors. **#13.080 (Liturgy)**

Introduction to Pastoral Music in Practice #1 (essay collection)

Editors: Virgil Funk & Gabe Huck

PUBLISHER: Lit. Training Publicat.

The church musician faces a wide range of challenges. The National Association of Pastoral Musicians, through its journal Pastoral Music, has gathered a distinguished list of authors to address the most pressing concerns. Here, from the pages of that journal, are their thoughts on the Ministry of Music, Music and Our Prayer, Music in the Liturgy, Tools and Tasks. **# 13.090 (Liturgy)**

The Singing Assembly: Pastoral Music in Practice # 6

Editor: Virgil C. Funk

PUBLISHER: GIA Publications INC.

The assembly is at the very centre of the Church's worship. And the song of the assembly is the core of the church's sung worship. The fifteen articles in this volume, selected from Pastoral Music magazine, show you why this song is important, how to promote it, and how to increase its quality. **#13.091 (Liturgy)**

The Parish Cantor (Revised Ed.)

Editor: Michael Connolly

PUBLISHER: GIA Publ .Inc.

Michael Connolly exhibits a thorough insight into every aspect of the role of the cantor in liturgy as it is exercised today in its most developed state. He treats of understanding the role, the responsibilities, the qualifications and the skills needed by the cantor. He analyses each form of repertoire encountered, and details the best approach. This book is a "must read" for every parish cantor, and every trainer and coordinator of parish cantors. It offers direction to the beginner and a refresher for those with experience. **#13.092 (Liturgy)**

Bach for Catholics: Using chorales in the liturgy

By: Edward Schaefer

PUBLISHER: The Pastoral Press

J.S. Bach is too good to be ignored by Catholics! This manual provides precise direction on how to use his chorale-based organ works in Catholic liturgy. It contains: information on chorale melodies (including those based on chant, that appear in at least one of a number of widely-used hymnals); commentary on the links between Bach's chorales and the liturgical year; classification of technical difficulty; and information to help locate chorales in contemporary playing editions. **#13 093 (Liturgy)**

Forming a Liturgical Choir

By: Paolo Iotti

PUBLISHER: The Pastoral Press

A better Choir Director -- and consequently a better choir -- is the goal of this book. The author begins by discussing the liturgical and musical qualities of the choir director. He then goes on to consider: how to teach the choir; how to conduct the choir; how to obtain good voice production. This book is for both the novice and the experienced choir director. #13.097 (Liturgy)

Handbook for Cantors

By: Diana Kodner Sotak

PUBLISHER: Lit. Training Pub.

Who are the cantors? What do they sing? What are the ways to prepare the voice and the whole person? What should a cantor know about gestures, eye contact, the liturgy itself? What should a cantor do with the raw materials of singing: breathing, projection, articulation, interpretation? To be a cantor is far more than to stand up and sing alone. It is to make the assembly's prayer possible in song. #13.098 (Liturgy)

Melodious Accord

By: Alice Parker

PUBLISHER: Lt. Training Pub.

This book is the best effort to capture in print what Alice Parker has to teach us about taking song from the page and the stage and the amplifiers and putting it right where it belongs – on every tongue. #13.099 (Liturgy)

Good Guitar Stuff: Practical Hand Book for Pastoral Guitarists & Music Directors

By: Ridge & Purtil

PUBLISHER: OCP Publications.

Playing guitar at liturgy is a whole different ball game from playing by yourself. Whether you're a super picker or an insecure beginner, a pretty okay rhythm player or a music director who doesn't "speak guitar," you'll find something useful in this book. That's why we call it *Good Guitar Stuff*. Not a high-tech name, but this isn't a high-tech book.. There's some guidance for when you want to get fancy - and some warnings about when you shouldn't get fancy - along with shortcuts, tips, time-savers and general wisdom. # 13.110 (Liturgy)

With Lyre, Harp and a Flatpick: The folk musician at worship

By: Ed Gutfreund

PUBLISHER: North American Liturgy Resources

The combination of practical guidance and liturgical perspective offered in this book should prove valuable not only to the folk musicians who serve the Church's liturgical life, but also to other musicians, liturgists, celebrants, and even those who have reservations about "folk" music in public worship. Ed Gutfreund brings a background in music, in liturgy, as well as in training and guiding people for both. #13.115 (Liturgy)

Choir Director Basics

AUTHOR: Oliver Douberly

PUBLISHER: Pastoral Press

This is an excellent new resource for choir directors from a recognized expert in the field. This text supports and guides the reader through the process of organizing new ensembles as well as developing and improving existing choirs. It is divided into five parts: the place for the choir and preparing to direct the choir; the rehearsal; making the choral sound; ritual celebrations; and administration. (2002)

LENGTH: 118 pages **ISBN:** 1-56929-043-1 **BOOK #** 13.124

PRESIDER MINISTRY

I Like Being in Parish Ministry: Presider

By: Lawrence Mick

Fr. Mick succinctly illustrates the role of the presider at liturgy, noting areas of practical concern and emphasizing the importance of faith and prayer in the life of the presider. The book also includes a chapter for lay presiders. **12.MICK**

Preparing to Preside

By: Barry Glendinning

PUBLISHER: Novalis

Presiding demands much more than being in the right place with the right words at the right time. The ministry of the presider - lay or ordained - is crucial in liturgy. The art of gathering up the people's prayer and giving voice to it can be learned, and must be prepared. **#13.013H (Liturgy)**

Preparing to Preach

By: Barry Glendinning

PUBLISHER: Novalis

Liturgical preaching is a skill and preaching in the context of Eucharist is even more specific. Those preparing to preach in a liturgical context can improve their preaching by understanding how the homily works in the flow of the celebration. This booklet provides some pointers and ideas for those entrusted with this service to God's people. **#13.013Q (Liturgy)**

Lay Presiding: The Art of Leading Prayer

By: Kathleen Hughes

PUBLISHER: The Pastoral Press

Lay Presiding is designed for "reluctant presiders"-- parents learning to bless their children, loved ones visiting the sick, unsuspecting participants asked to open or close a meeting, dinner guests invited to bless God at table, family or friends longing to comfort one another at awake service, sponsors initiating catechumens into the ways of Christian prayer...and for that wider band of disciples who are often shy because they are untrained or even unwilling to call such a simple event "presiding". **#13.034 (Liturgy)**

Preparing to Preside

By: Frank Henderson

PUBLISHER: Novalis

This is an introduction for lay presiders which includes the basic principles and skills needed for presiding. When a priest asks a parishioner to be prepared to hold a Word or Communion Service in the eventuality of his becoming sick, this is a book to help them overcome anxieties and get started on this very important ministry. A number of helpful hints and exercises are included. If careful attention is given to both, and with a little practice, the lay man or woman will soon be doing well what the pastor feels they have the ability to do - preside at worship. **#13.079 (Liturgy)**

Preaching Basics: A Model and a Method

By: Edward Foley

PUBLISHER: Lit. Training Publ.

A practical workbook for the homiletics classroom. Building upon *Fulfilled in Your Hearing*, Father Foley has constructed a workable and creative structure for the word of God, the liturgy and the baptized assembly. This workbook opens up the homiletic process in new ways that will certainly benefit Sunday preachers and congregations for many years to come. **#13.114 (Liturgy)**

PRISON MINISTRY

Ministry to the Imprisoned

By: Joan Campbell

This booklet provides an overview of jail and prison ministry and practical guidelines for volunteers who wish to pursue the gospel mandate to visit the imprisoned. **12.CAMP** (also available in Liturgy #13.086)

A Living Tradition: Penitentiary Chaplaincy

By: Reverend Canon J.T.L. James

A history of Chaplaincy in Canadian correctional institutions. **12.JAME**

Inside the Fence: A Handbook for those in Prison Ministry

By: Rev. David M. Schilder

When Jesus sent his disciples forth to bring his healing message to those who needed to hear it most, he didn't want them to be under any illusions as to what they might expect. Fr. Schilder is equally candid about the rewards and the difficulties attached to ministry in a modern day prison setting. Servant, priest, teacher, administrator, mediator, reconciler, counsellor, prophet, poet, recruiter and coordinator are just some of the hats the prison minister must wear. This book offers a view inside the fence and suggests a number of ways in which those who are involved, or who one day hope to be, can prepare themselves for this very specialized ministry. **12.SCHI**

The Prison Minister's Handbook

By: John L. Cowart

PUBLISHER Resource Pub. Inc.

If you want to know what goes on behind prison walls before you get involved, read this book. John L. Cowart, who has ministered in jail and prison settings for more than ten years, talks frankly about what to expect. These pages reveal the most in-depth look at prison ministry available; examine "what makes a criminal"; then, read why ministry to criminals is important. Find out whom you might work with inside the correctional facility; what happens to families of inmates; what gifts you have to offer this ministry, and also learn how to prepare for your first visit. **#13.117 (Liturgy)**

SOCIAL JUSTICE MINISTRY

I Like Being in Parish Ministry: Social Justice

By: Marvin Mich

With stories and examples, Marvin Mich illustrates the many ways people today live out the long tradition of Catholic social teaching. He offers a direct challenge to see our ministry not only as service to the parish community, but to our families, our neighbourhood and to the world community as well.

12.MICH

See Section on Justice & Peace

VIDEOS in O.R.E.

WHAT IS MINISTRY?

SPEAKER: Rev. Richard McBrien

PUBLISHED: Argus Communications (1984)

Fr. Richard McBrien presents a history of ministry and shows how to mobilize, train and support lay ministers. One videocassette with three segments:

- 1) How is Ministry Defined?
- 2) How Has Ministry Evolved?
- 3) Who is Called to the Ministry?

GUIDE. LENGTH: Three 30-min. segments **VID#:** 22.703

CARING FOR THE AGED AND THE DYING

PUBLISHER: 24th Century Chinchilla Production, 1996

Dr. Josefina Magno is Director of Hospice Education and R&D at the Henry Ford Health System, and founder of the Academy of Hospice Physicians. A leading exponent of hospice care, here is her moving case for compassionate, loving (often home-based) care for dying and elderly patients as the answer to euthanasia and assisted suicide. Very inspiring for care-givers looking after the aged and the terminally ill. **LENGTH:** 57 min. **VID#:** 24.751

PEACEFUL JOURNEYS: CARING

PUBLISHED: Fisher Productions

Prayer and compassion feed on each other. Without prayer, compassion can lead to an undisciplined form of activism. Without compassion our prayer can become a narrow form of "quietism." In this video, basic elements of healthy caring are reviewed and illustrated. **LENGTH:** 25 min. **VID#:** 24.752

A NEW ROAD TO GRIEF RECOVERY

PUBLISHED: Twenty-Third Publications, 1993

Acceptance and sharing are the key concepts spelled out in this new video series that helps Christians make the difficult journey from the death of a loved one to being whole again. It does so by presenting moving, encouraging first-person accounts.

Session One: Keys to Recovery

Rev. Tim Queen discussed realistic recovery expectations and the importance of support environment.

Session Two: The Child's Grief Recovery

Rev. Timothea Lewis focuses on healthy coping skills to aid in children's grief work.

Session Three: Young Widow and Eleven-Month Old Son

Linda Ashley, widow with baby, affirms the importance of caregivers.

Session Four: Young Widower Discusses the Accidental Death of his Wife and Son

Don Andrews, whose wife and son died in an automobile accident, shares the healing value of support groups, reading and reaching out to others.

Session Five: Widow Discusses Fifteen Years as a Single Parent

Margit Giles, widowed, reflects on rearing three young children to adulthood and keeping the home as stable as possible.

Session Six: Widower Discusses the Healing Element of Saying Goodbye

Larry Coker reflects on his wife's terminal illness and emphasizes the healing element in saying goodbye.

Leader's guide for each session help participants progress along the road to recovery by prompting them

to share their feelings and experiences. **GUIDE. LENGTH:** Each segment is approx. 15 min. **VID#:** 24.757-758

TRAINING MINISTERS TO THE SICK

PUBLISHER: St. Anthony/Franciscan Comm.

Three *story segment* vignettes provide fictional "case studies" of pastoral visits. Situations include visits to a nursing home and a terminally ill patient and a Communion call to a homebound parishioner. The *witness segment* - a trio of veteran chaplains offer their critique to the positive and negative aspects of the pastoral visits depicted. The *teaching segment* provides a grounding for the ministry to the sick, questions to examine the minister's motivation and suggestions for evaluating pastoral visits. The program concludes with a *music video reflection* that serves as a prayer for ministers to the sick as they set out for their pastoral visits. **GUIDE. LENGTH:** 41 min. **VID#:** 24.768

SUFFERING WITH A LOVED ONE

PUBLISHER: St. Anthony Messenger Press

Suffering... explores the role of caregivers in the light of our faith in Christ, who shepherds and cares for us. *Story Segment:* "La Vida," family members confront the care needs - physical, spiritual and emotional - of their dying mother, and grow in their relationship with each other through the process. *Witness Segment:* individuals who know suffering first-hand share their experiences and insights. *Teaching Segment* Patti Normile sets forth concrete suggestions, grounded in faith, to help caregivers support their loved ones, while caring for themselves. *Music Video Reflection* illustrates the role of caregiver with vignettes set to the hymn, "Be Though My Vision." **GUIDE. LENGTH:** 33 min. **VID#:** 24.770

TOWARD DEATH WITH HOPE

PUBLISHER: St. Anthony Messenger Press

Toward... explores the emotional and spiritual dimensions of the Christian's journey through death - understood as a part of life - to new life in Christ. *Story Segment:* allows views to accompany a hospice nurse as she visits three terminally ill patients. Their faith and courage, and her sensitive care, teach us to approach death with hope. *Witness Segment* Franciscan Father Silas Oleksinski was interviewed shortly before his death from cancer in 1995. He shares his feelings about suffering and dying, suggestions for visitors and his hope in Jesus Christ. *Teaching Segment:* Patti Normile examines the experience of dying and offers insights to help both the dying and their loved ones. The program concludes with a *music video reflection* that presents dancer Betsey Beckman in a meditation on death and resurrection. She dances to the song, "The Story of God." **GUIDE. LENGTH:** 32 min. **VID#:** 24.771

PASTORAL CARE TRAINING VIDEOS AN OVERVIEW OF PASTORAL CARE

This program is a general look at what pastoral care is all about. Beginning with the historical connection between care of the sick and religious institutions, it supports the relationship between medical and spiritual healing, and the part pastoral care givers play in bridging the two. **VID#:** 24.773-1

BUILDING SKILLS

Topics include: listening, uncovering the meta-story, assessing a person's spiritual state, knowing when to make referrals and the importance of self-care. **VID#:** 27.773-2

ASSESSING AND DISCERNING

This program builds on the insights of Building Skills and gives the pastoral care volunteer the skills to be a compassionate presence to a person in need. **VID#:** 24.773-3

PASTORAL CARE FOR THOSE LIVING WITH HIV/AIDS

Here is an overview of the 18 year progression of the disease and how its evolution and current drug therapies have changed the focus of pastoral care in North America. This program provides an awareness of some of the sensitive issues people living with HIV/AIDS face everyday, and outlines the do's and don't's of ministering to those infected. **VID#:** 24.773-4

PASTORAL CARE FOR PEOPLE WITH CANCER

People with cancer have special needs. This program helps the pastoral care provider understand the experience and how to "be there" for someone enduring it. **VID#:** 24.773-5

PASTORAL CARE OF THE DYING

There is perhaps no greater challenge to the pastoral care provider than taking part in a person's journey toward death. This video provides practical insight as well as inspiration to encourage the pastoral care provider to stay in the tension of this time as a person of faith. **VID#:** 24.773-6

RESPONDING TO GRIEF

St. Anthony Messenger Press

This video introduces bereavement ministers to the context in which they will minister, with emphasis on the emotional and spiritual needs of the bereaved. Three story segments include situations of: death after a long illness, sudden death of a child, death related to addiction. A witness segment. A teaching segment and a music video reflection are also included. **Guide. VID#:** 24.774

LISTENING TO SOUL PAIN

PUBLISHER: VON Canada

This video will raise awareness of the effects of trauma on the human spirit and emphasize that complete healing requires attention to the spiritual concerns which surface in the wake of the experience. While the spiritual struggle may begin almost immediately following the event, the most intense pain of the spiritual conflict is often encountered only many months, or even years, later. **Guide. LENGTH:** 25 min. **VID#:** 24.775

VIDEOS ON MINISTRY FROM THE LITURGY OFFICE

A two-video series given at the “Lay Ministry in the Parish” workshop, given September 26, 1987 on “Our Call to Ministry”. Keynote presentation was given by Father John Hibbard in the morning on “Our Baptismal Call to Ministry”. The two videoed workshops are from the afternoon sessions of approximately 1½ hours in length. An outline of the presentations is included. There was some use of slides in the second presentation.

Tape 1: Ministry of the Eucharist: A joint presentation by Father Gerry Byrne and Mary Pat Byrne. Besides giving the historical framework for changes in the Mass through the ages, and some theological dimensions for understanding the changes in the liturgy, there is a walk-through of the Mass to demonstrate the proper procedure for Eucharistic ministers in keeping with our diocesan guidelines.

Tape 2: Ministry of Lector: A joint presentation by Father Leo Byrne and Sister Wanda MacDonald. Qualities of faith and love are required as well as adequate formation for lectors at the Sunday Eucharist. Suggestions for understanding and proclaiming Scripture well are provided, as well as the technical skill needed and the liturgical procedures to be observed for Proclamation of the Word at Sunday Eucharist. Discussions are lively and interesting.

“TOGETHER IN MINISTRY”: a two day conference given by Bishop Brendan O’Brien at the Diocesan Liturgical Conference, given at Heathfield on January 22-23, 1988. The two videos record the excellent presentations given Friday evening and Saturday morning and afternoon. There are many interesting exchanges and discussions by various groups and parish members.

The three main topics are: Who is Called to Ministry; What is the Ministry to which we are Called; How are we Called to Serve .

Tape 1: Who is Called to Ministry: Underlying all understanding of ministry is the concept of the Church as Ministering Community. Every parish is called to be a ministering Community -- called to service. Although some are called specific Christian ministries, all are called to a ministry of service. [Friday evening session] The Saturday morning session [tape #3015], **What is the Ministry to which we are Called**, speaks of the Church as a sign and Sacrament of Christ to his people, and of the reign of God--already present but not yet. We are all called to be this presence of Christ, to do the ministry of Christ who was Priest, Prophet and King. Our parishes are to minister then by Word, Worship and Celebration, Community building, and service and healing.

Tape 2: How are we Called to Serve: Before beginning this short third session about how we can serve together in ministry, the reporting from the morning session is continued. In order to have a vision for the parish, we need to do some ministerial theology to help us to see the connection between the Gospel and life. We need to be able to see the action of Jesus and apply it to our own lives. In ministry the bishop speaks of at least three things to be avoided: unconscious theology at odds with the Church’s vision, attitudes that militate against working together, seeing those in special ministries as creating a two-tiered system.

TRAINING THE EUCHARISTIC MINISTER

PRESENTER: Rev. Michael Kwatera

PUBLISHER: The Liturgical Press

Finally, a clear, concise video program for training Eucharistic ministers. Now these special ministers can not only *hear* but also *see* what their role is in liturgy and how they can best perform it. The program explains the responsibilities of the Eucharistic minister when ministering within the assembly or to the sick and confined, or when leading communion services. Correct as well as incorrect methods of

distributing the bread and wine are enacted, so that the ministers will see which habits to practice and which to avoid. **LENGTH: 24 min. VID #13.701**

LEADING THE COMMUNITY IN PRAYER: The Art of Presiding for Deacons and Laypersons

PRESENTER: Brooks-Leonard

PUBLISHER: The Liturgical Press

The Liturgical Press and the Notre Dame Centre for Pastoral Liturgy collaborated to create this instructional video presentation for both laity and ordained. Through discussion and demonstration, viewers learn the significance of the actions and words that constitute this ministry of public prayer. *Part 1 Non-verbal Elements:* presiders learn the importance and proper use of silence, movement, eye contact, common gestures (processing, bowing, genuflecting), and presidential gestures (outstretched arms, laying-on-of-hands, blessing). Also included is a brief discussion of music and environment as these pertain directly to the presider. *Part 2 Verbal Elements:* includes an introduction to liturgical language and a thorough explanation of the basic units of communal prayer: Introductory rites, penitential rite, collects, intercessions, and blessings. **LENGTH: 76 min. VID #13.702 (2 copies)**

LAY MINISTRY IN THE PARISH

This two-video series was given on September 26, 1987 and is still helpful for ministers today. The keynote presentation was given by Father John Hibbard in the morning on “Our Baptismal Call to Ministry”. These two videos are of the afternoon workshops of approximately 1 ½ hours in length. An outline of the presentations is included. A third workshop was recorded for the Ministry of Hospitality, but the sound was inadequately rendered.

Tape 1: Ministry of the Eucharist – a joint presentation by Father Gerry Byrne and Mary Pat Byrne, full-time pastoral minister. Besides giving the historical framework for changes in the Mass through the ages, and some theological dimensions for understanding the changes in the liturgy, there is a walk-through of the Mass to demonstrate the proper procedure for eucharistic ministers in keeping with our diocesan guidelines. **LENGTH: 1 ½ hrs. VID #13.703**

[**Tape 2: Ministry of Hospitality** – poor sound, discarded] **VID # 13.704**

Tape 2: Ministry of Lectors – A joint presentation by Father L. Byrne and Sister Wanda MacDonald. Qualities of faith and love are required as well as adequate formation for lectors at the Sunday Eucharist. Suggestions are given for understanding and proclaiming Scripture well are provided, as well as for the technical skills needed. Liturgical procedures at Mass are also discussed. Audience participation is also lively and interesting. **VID #13.705**

TOGETHER IN MINISTRY

This two-day conference was given by Bishop Brendan O’Brien at the Diocesan Liturgical Conference, held at Heathfield, January 22-23, 1988. The two videos record the excellent presentations given Friday evening and Saturday morning and afternoon. There are many interesting exchanges between the bishop and parish groups and individuals. The three main topics of the bishop’s presentations are: Who is Called to Ministry; What is the Ministry to which we are called; How we are called to serve.

Tape 1: Who is called to Ministry Underlying all understanding of ministry is the concept of the Church as Ministering Community. Every parish is called to service, even though some people are called to a specific Christian ministry. Continuing on Saturday morning (approx. #3015) the bishop speaks of **What is the ministry to which we are called** The church is the sign and Sacrament of Christ to his people and of the reign of God, already present but not yet. We are reminded in this video that as Christ was anointed Priest, Prophet and King, so too is the Church called to minister by Word, worship and celebration, community building, service and healing. We too by our baptism are to be the presence of

Christ in our world today. **LENGTH: 2 hours or less VID #13.706**

Tape 2: How are we Called to Serve Before beginning this third shorter session about how we can serve together in ministry, the reporting from parish discussion groups is continued. In order to have a vision for the parish, we need to do some ministerial theology to help us see the connection between the Gospel and life. We need to be able to see the action of Jesus and apply it to our own lives. In ministering together, the bishop points out the need to work from similar theologies of Church and reflect the Church's vision of renewal, and also to avoid letting special ministries evolve into a two-tiered system. **VID #13.707**

TRAINING THE PARISH LECTOR

PRESENTER: Rev James A. Wallace

PUBLISHER: The Liturgical Press

See and hear how to read the Word of God effectively to the parish community. This new instructional video program, based on the best-selling booklet *The Ministry of Lectors* (cf. # 13.004) is an invaluable visual resource for pastors and those they are training for this important ministry. The program demonstrates both right and wrong methods of delivery, and provides a step-by-step approach to preparing for the ministry of lectoring. Fr. Wallace suggests ways not only the congregation but also the lectors themselves may spiritually benefit from increased preparation. **LENGTH: 47 min. VID # 13.708**

LAY MINISTERS IN THE EUCHARISTIC COMMUNITY*

PRESENTER: Thomas Bice-Allen, D. Min.

PUBLISHER: 23rd Publications

This programme consists of 5 parts: The Introduction deals with understanding ministry and community. It explains the need for liturgical lay ministry...a brief description of the ministries of the Word, Bread and Cup, and Hospitality...and the motivations for becoming a lay minister. Parts 1, 2, and 3 describe each ministry in more detail: the need for ministry; what the minister does; what qualifications are required; and how to carry out the ministry. Part 4, Lay Presiders on Sunday, deals with the Rite of Holy Communion outside of Mass as led by lay leaders when the parish priest is unavailable. **LENGTH: 36 min. VID #13.709 (2 Copies)**

A CHURCH ORGANIST'S PRIMER: Part I: Manual and Pedal Technique (Part 1 of three part series)

PRESENTER: Sally Cherrington

PUBLISHER: Allen Organ Company

Introduces the student to the differences between organ and piano keyboard technique. Beginning pedal technique is illustrated in detail with numerous close-ups: bench placement, how to sit, foot posture, proper shoes, etc. Fingering techniques unique to organ are detailed in close-ups. Musical examples are given, method books recommended. (c.f. # 13.715, # 13.729) **LENGTH: 32 min. VID #13.710**

CANTERING: A Video Notebook - Part I: The Cantor's Craft

PRESENTER: Frank Brownstead

PUBLISHER: Nat. Assoc. of Pastoral. Mus.

An ideal parish resource to promote the art of music in worship. Topics include Breathing & Posture; Vocal Warm Up; Leading the Assembly and Singing as Soloist. **VID #13.711A**

CANTERING: A Video Notebook - Part II: The Relationship of Cantor to the Singing Assembly

PRESENTER: Frank Brownstead

PUBLISHER: Nat. Assoc. of Pastoral. Mus.

Topics include: The Cantor's Role in the Mass; The Preparation of the Responsorial Psalm; Teaching a

new Song; Solving the Time Lag Problem; Encouraging Congregational Singing. **VID # 13.711B**

CALLED TO SERVE: The Eucharistic Minister*

PRESENTER: Stephen B. Scharper

PUBLISHER: 23rd Publications

This informative video offers up-to-date guidelines to prepare Eucharistic ministers for their role of service to the faith community. This video addresses practical concerns such as preparation for liturgy, the entrance procession, readying the bowls and cups for distribution, and what to do if there is a spill. Highlights of the historical and theological background of this ministry are included, as well as a discussion of the pastoral practice and liturgical role of lay Eucharistic ministers. Complete with study guide and questions for discussion, this is an excellent resource for both Eucharistic minister formation and in-service enrichment. **LENGTH: 30 min. VID #13.712** (2 copies)

SHARING GOD'S WORD: The Lector*

PRESENTER: Stephen B. Scharper

PUBLISHER: 23rd Publications

This informative video offers up-to-date guidelines to prepare lectors for their role of service to the faith community. This video addresses practical concerns such as pronunciation, inflection, the entrance procession, nervousness, and handling the lectionary. Highlights of the historical and theological background of this ministry are included, as well as a discussion of the pastoral practice and liturgical role of the ministry of proclamation. Complete with study guide and questions for discussion, *Sharing God's Word* is an excellent resource for both lector formation and in-service enrichment. **LENGTH: 30 min. VID # 13.713**

TRAINING FOR HOSPITALITY

PRESENTER: Delores Dufner, O.S.B.

PUBLISHER: Liturgical Press

Designed to train parish greeters and ushers - singly or in groups - this video will also help parish administrators create a far-reaching parish program of ministry through hospitality. The video begins with an explanation of what hospitality is, its scriptural basis, and its importance to the parish. More specifically, the social aspects of running a parish, working in a parish, and simply belonging to a parish are related. Then detailed examples and explanations are given of the various tasks of ushers and greeters that further the hospitality and communal worship of the assembly. **LENGTH: 49 min. VID #13.714**

A CHURCH ORGANIST'S PRIMER - Part II: Registration (Part 2 of three part series)

PRESENTER: Sally Cherrington

PUBLISHER: Allen Organ Company

Introduces the student to the art of selecting stops with examples of the type of sound appropriate for given pieces. Learn about pitch level, grouping of stops into tonal families, and basic uses of each family. Discover what to do with mixtures, pedal reeds, and cornets. Specific registration is listed on-screen while musical examples are performed. An historical exploration of organ construction and tradition provides a foundation for better understanding of today's registration practices. Many musical suggestions are given for expanding your library. (cf # 13.710 and # 729) **VID #13.715**

Number not yet allocated

VID # 13.716

TRAINING THE MASS SERVER

PRESENTER: Rev. Michael Kwatera

PUBLISHER: Liturgical Press

The young people who are Mass servers perform an essential ministry to God and God's people. You can help them to serve their best by offering them this clear, concise, well-organized training program geared especially to them. The video, based on the best-selling booklet, *The Ministry of Servers* (# 13.006), presents those duties that servers perform for the Eucharistic celebration. Divided into three parts, Part 1 explains how young people should prepare; Part 2 gives directions for serving during the Liturgy of the Word; and Part 3, for serving during the Liturgy of the Eucharist. Objects and terms that servers will encounter are explained. Most importantly, the video reinforces the value of this ministry and encourages young people to serve with willing hearts and minds. **LENGTH: 41 min. VID #13.717**

MUSIC MINISTRY

PRESENTER: Sister Loretta Manzara

Presentation at the Diocesan Music workshop, April 23, 1988. The workshop begins with Morning Prayer (led by Father Fleury), introductions by Father John Hibbard and Sister Emily Doherty. Owing to the many echoes in Cathedral School Auditorium the audio is quite poor, but the presentation given by Sister Loretta is well worth the effort for anyone who wishes to hear an excellent presentation on the Ministry of Music in the Church today and can stay with it despite the poor sound quality. **VID #13.718**

OUR CALL TO MINISTRY

PRESENTER: Rev. Phil Horrigan

Given at the Diocesan Leadership Workshop, September 21, 1991. Father Phil Horrigan gives an excellent presentation of the foundations of Ministry in the Church and the renewed interest in ministry today since Vatican II. Several significant books about ministry are spoken about and he discusses the four levels of ministry, especially the Christian specific ministry and the designation given by the Church. He also emphasizes the need for ministers to minister and to care for one another. **LENGTH: 75 min. VID #13.719**

TRAINING EUCHARISTIC MINISTERS

PRESENTER: Barbara O'Dea

PUBLISHER: Tabor (DLM)

This video is divided into three extensive segments. Each one gives a full presentation which should help deepen the theological and spiritual dimensions of those involved in ministry at the Lord's Table.

Segment 1: Celebrating the Mystery of Faith: (25 minutes)

Segment 2; "As it was in the Beginning..." (28 minutes)

Segment 3: Eucharistic Ministers in Action (29 minutes) **VID #13.720**

LEADING THE CHOIR*

PRESENTER: Ralph Schultz

PUBLISHER: Concordia Pub. House

The purpose of this video and its accompanying guidebook: *A Guide for the Inexperienced Choir Director* (#13.731B) is to give the inexperienced director the confidence he/she needs to lead people in the choral aspects of musical ministry. Some basic concepts and skills every director needs are expressed in every day vocabulary and with the use of diagrams. The video supplements the written text by illustrating the techniques to be used in leading a choral group **VID # 13.721**

TRAINING THE PARISH CANTOR

PRESENTER: James Hanson

PUBLISHER: Liturgical Press

Well-trained cantors don't fall from heaven like manna. Instead they are scouted, recruited, trained, apprenticed, and finally commissioned or installed. This program will help the pastor or liturgist with the selection process while also providing a clear, consistent teaching tool for new cantors. Cantors learn their role as teachers of new music, ministers at the Eucharistic liturgy, and ministers at other liturgies such as weddings and funerals. From opening song to responsorial psalm to communion song and beyond, cantors are given full, detailed examples and descriptions of their duties, as well as basic guides for selecting music appropriate to the celebration and season. The history of cantering is also given as a means of demonstrating the important role of this ministry within the larger framework of liturgical ministry. **LENGTH: 52 min. VID #13.722**

CALLING THE CHURCH TO ITS HEART: Presiding at Worship

PRESENTER: Rev Schmitmeyer

PUBLISHER: Arch. of Cincinnati

This is a video program for those who lead the people of God in liturgical prayer. It is primarily directed to priests, but the underlying principles expressed apply to all who may be called to lead the Church in prayer. Similarly, the illustrations used concentrate on the priest presiding while including some examples of the deacon and of lay persons in various liturgical roles. **LENGTH: 43 min. VID # 13.723**

PROCLAIMING THE WORD: Formation for Readers

PRESENTER: Aelred Rosser, OSB

PUBLISHER: Lit. Training Publications

Explores the spiritual foundation and the skills needed in the ministry of Lector.

Part One: The Faith of the Reader – examines the “who,” “what” and “why” of proclaiming the word - being the troubling, comforting, rousing presence of Christ speaking to the Church.

Part Two: The Work of the Reader – demonstrates the “where,” “when”, and “how” of proclaiming.

Readers tell how they prepare and how they develop the practical communication skills required to be effective. We also learn how individuals struggle to discover the meaning of the texts. **LENGTH: 43 min. VID #13.724**

THE LITURGICAL GUITARIST - Part I: Accompanying the Congregation (part 1 of a two part series)

PRESENTER: Bobbie Fisher

PUBLISHER: G.I.A. Publications, Inc.

Practical instruction for parish guitarists. Enhance performance skills, enjoy practice sessions, and develop instrumental musicianship. Demonstrates strumming techniques; picking techniques; leading the congregation. *Note:* See also *The Pastoral Guitarist* (# 13.000) and its accompanying tape (# 13.500) also by Bobbie Fisher and Bob Hatfield. These form *A Complete Resource for Parish Guitarists*.

LENGTH: 30 min. VID #13.725

THE LITURGICAL GUITARIST - Part II: The Ensemble Guitarist (part 2 of a two part series)

PRESENTER: Bobbie Fisher

PUBLISHER: G.I.A. Publications, Inc.

This video speaks about and demonstrates capo harmony and transposition; complementary strumming and picking; alternate chord forms. *Note:* See also *The Pastoral Guitarist* (# 13.000) and its accompanying tape (# 13.500) also by Bobbie Fisher and Bob Hatfield. These form “*A Complete Resource for Parish Guitarists*”. **LENGTH: 30 min. VID #13.726**

YES, WE'LL GATHER!

PRESENTER: Alice Parker

PUBLISHER: Lit. Training Publications

We learn to sing by singing. In this video we observe a small church community and a master teacher, Alice Parker. They explore old and new songs, discover the musical principles of sound and time that make for delightful music making, give good attention to the poetry of the texts. The participants learn by listening to their leader who demonstrates the subtle differences in style that can make melodies live. All who lead music, sing in choirs or who just come to church to sing will find this a treasure.

LENGTH: 48 min. VID #13.727

THE HARDEST JOB* Leading A Parish To Live From Its Liturgy

PRESENTER: J-Glenn Murray, S.J. et al

PUBLISHER: Lit. Training Publications

A resource for Priests – What does it take to bring about “full, conscious, active participation” of the assembly? Priests and members of two assemblies speak of their work done week by week. When is leading not “having to do it all”? These are believable priests and people speaking from their own experience in real parish situations. Discover that the “hardest job” is not an extra, but our very life and spirit and that it can be done by ordinary people. **LENGTH: 19 min. VID #13.728**

A CHURCH ORGANIST'S PRIMER - Part III: Hymn Accompaniment (Part 3 of a three part series)

PRESENTER: Sally Cherrington

PUBLISHER: Allen Organ Company

Introduces the student to accompaniment techniques for a wide variety of hymnody from traditional to gospel to contemporary. Examines a variety of hymnals from major denominations. Learn secrets of hymnal indexes to cross-reference subject, author, composer, and source. Find out what works and what doesn't in leading group singing. Discover a wealth of source materials for rebirth of congregational singing in your church. Pianists and other keyboardists will also learn valuable skills. After viewing Dr. Cherrington's video cassette, you'll never play a church service the same way again. **VID #13.729**

MUSIC IN THE LITURGY FOR SMALL PARISHES*

PRESENTER: Michael R. Prendergast

PUBLISHER: The Liturgical Press

This video provides basic guidelines and suggestions for ritual music in the Church's liturgy. It offers practical ideas for supporting the sung prayer of the community, particularly for small parishes with limited resources. But no matter what the size of a parish the most challenging question is “How do we a congregation to sing?” This video calls for all faith communities to prepare liturgical music with care, both for the given season and for years to come. **LENGTH: 50 min. VID #13.730**

VIDEO GUIDE FOR MINISTERS OF COMMUNION*

PRESENTER: Victoria M. Tufano

PUBLISHER: Lit. Training Publications

A minister of communion should be one who knows what it means to say, “The body of Christ,” “The blood of Christ.” This video explores the spiritual dimensions and meaning of this ministry as well as the practical aspects of holy communion at Mass. Viewers see ministers of the Eucharist come forward to the table, stand around the altar, pour and break, carry cup or plate and be attentive to each person in the communion procession. Ministers tell us what it means to assist the assembly in its holy communion. All ministers of the Eucharist, new or experienced, will find this video an enriching, practical resource. [See text #13.123] **LENGTH: 26 min. VID #13.731 (2copies)**

DEATH AND BEREAVEMENT

PRESENTER: Diana S. Stern

PUBLISHER: Liturgical Press

Death and Bereavement offers practical information on how to help families process the death of a loved one, plan a funeral liturgy, and adjust to a person's death in the months of bereavement following the funeral. The video also discusses such subjects as suicide, the death of an infant, and cremation.

LENGTH: 53 min. VID #13.732

VIDEOS – MUSIC and DANCE

DANCE IN CHRISTIAN WORSHIP - Part One: Warm-Up and Processionals

AUTHOR: Rev. Robert Ver Eecke, SJ

PUBLISHER: Nat. Ass. Pastoral Musicians

Dance in Christian Worship is for all who love to dance. An instructional video for all interested in the integration of dance and movement expression in liturgical worship...it offers models of danced prayer while teaching simple choreographic principles for those who want to create dances for worship. An ideal parish resource for dancers, choreographers, musicians and liturgists. **VID #16.700A**

DANCE IN CHRISTIAN WORSHIP - Part Two: Scripture and Movement

AUTHOR: Rev. Robert Ver Eecke, SJ

PUBLISHER: National Association of Pastoral Musicians

Dance in Christian Worship is for all who love to dance. An instructional video for all interested in the integration of dance and movement expression in liturgical worship...it offers models of danced prayer while teaching simple choreographic principles for those who want to create dances for worship. An ideal parish resource for dancers, choreographers, musicians and liturgists. **VID #16.700B**

JUBILATE DEO – Community Express*

AUTHOR: Donna Gaxpari

A celebration of Twelve Twentieth Century Prophets in Music, Poetry and Dance

presented by *The Celebration Dance Company* of London, Ontario. A high school music group would find the script, directions and video an excellent resource for doing a similar performance. **VID #16.701**

MOVEMENT MEDITATIONS TO THE SONGS FROM TAIZE *

AUTHOR: Carla DeSola and Thomas A. Kane

PUBLISHER: Paulist Press

The video can be used as a prayer meditation or as an aid for performing the movements in a variety of settings. These movements - gestures, bows and walking patterns - are easy to learn and are appropriate for all ages. The video presents a Taizé style of prayer and can teach communities that already pray in this style how to include simple and effective movements to the beautiful songs and chants. The movement meditations, carefully designed by Carla DeSola, were taped at Old Saint Mary's, San Francisco, with OMEGA WEST, her professional liturgical dance company, accompanied by an array of musical artists. The easy to follow booklet, edited by Paulist Father Thomas A. Kane, describes the movement sequences in a clear and simple way. You are invited to enter into the movements with a prayerful heart and become a part of the dancing Church. [A tape of music from Taizé is also available.]

LENGTH: 45 min. VID #16.702

N.B. For Music Ministry books and tapes see # 13.000 and 13.700