



# St. Bridget of Sweden Catholic Church

## Ministry/Origination Information Profile 2019-2020

Please answer all questions on this form as accurately as possible. The information on this form may be used to upload your ministry's/group's info on our website and/or bulletin.

1. Name of Ministry or Organization: \_\_\_\_\_

2. Is this an "Internal (Parish) Ministry" or an "Outside Group"? \_\_\_\_\_

Internal (Parish) Groups:

- ❖ Finances are managed by St. Bridget Church
- ❖ Covered by St. Bridget Church insurance
- ❖ Represents St. Bridget
- ❖ Majority of members are **Registered Parishioners at St. Bridget. (ex. Religious Education)**

Outside Groups

- ❖ Finances are managed independently from St. Bridget
- ❖ Organizations carry their own insurance
  - We need to have a CO1 on file every year.....  On File - Date \_\_\_\_\_
- ❖ Use church facilities by permission.....  Outsider Agreement
- ❖ Extensions of a larger organizations (ex. Couples for Christ, Girls Scouts...)
- ❖ Members may or may not belong to St. Bridget

### Structure of the Organization

3. 1<sup>st</sup> Lead/Chairperson/President: \_\_\_\_\_ Time in present position: \_\_\_\_\_

Phone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

Have you done digital Fingerprints? \_\_\_\_\_ What Church? \_\_\_\_\_

Have you taken Virtus Classes? \_\_\_\_\_ What Church? \_\_\_\_\_

4. 2<sup>nd</sup> Lead in charge: \_\_\_\_\_ Time in present position: \_\_\_\_\_

Phone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

Have you done digital Fingerprints? \_\_\_\_\_ What Church? \_\_\_\_\_

Have you taken Virtus Classes? \_\_\_\_\_ What Church? \_\_\_\_\_

### Demographics

5.  Children  Adolescents  Young Adults  Seniors  Homebound  others \_\_\_\_\_






6. What is the ministry's/group's mission statement or purpose? \_\_\_\_\_

7. Who is your Spiritual Advisor? \_\_\_\_\_

8. How do you fund your organization: Donations, Dues, and Fundraisers? \_\_\_\_\_

9. How do you advertise and promote your ministry? \_\_\_\_\_
10. When and where do you meet? \_\_\_\_\_
11. What dates and hours do you meet? \_\_\_\_\_
12. What social works of mercy and charity will you be involved in this year? \_\_\_\_\_
13. If other individuals want to join your ministry/group who should they contact (include name, phone # and email). Make sure you have that person's permission to share their contact publicly: \_\_\_\_\_
14. What parish events will this group be involved in this year? \_\_\_\_\_
15. How can St. Bridget assist you better in your ministry/mission? \_\_\_\_\_

**It is required by the Church of Saint Bridget of Sweden that the leaders of each Ministry / Group in order to be in good standing complete the following with thin the fiscal year (September – June):**

-  Attend the Ministry/Group Leadership and Liturgy Leadership meetings (or send a representative)
-  Participate in the Annual Ministry Fair
-  Contribute to the Bulletin **(twice a year)**
-  Announce and invite Ministry/Group in the Pulpit **(twice a year)**
-  Fundraiser **(twice a year)**

**As required by the Archdioceses of Los Angeles all adult volunteers and ministry leaders or soon to be leaders must have on file at the parish:**

- ❖ Virtus Certificate
- ❖ Fingerprints
- ❖ Acknowledgement of Receipt of Guidelines for Adults (to be signed yearly)
- ❖ Volunteer Agreement (to be signed yearly)

Name of Ministry or Organization: \_\_\_\_\_

Name (exactly as written on your fingerprint form)	Email	Phone Number
1.		
2.		
3.		
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16.		

Turn the paper if you need to add more members please.

Name (exactly as written on your fingerprint form)	Email	Phone Number
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32.		

Attach another page if you need more space to add volunteers.