

# Our Lady of Guadalupe Parish

Fremont, CA



## Ministry Handbook

## Libro de Ministerios

# Mission Statement - Nuestra Misión

**We Are One Church and One Family,  
Following Jesus Christ**

**Somos una Iglesia y una Familia,  
Siguiendo a Jesucristo**

## Our Lady of Guadalupe Parish

### Parroquia de Nuestra Señora de Guadalupe

#### Church and Parish Offices/Iglesia y Oficinas de la Parroquia

41933 Blacow Road  
Fremont, CA 94538

**Office Hours: Monday-Friday**

*Horas de Oficina: Lunes a viernes*

**8:00 am - 12:00 pm and 1:00 pm - 4:00 pm**

Telephone/Teléfono: (510) 657-4043, Fax: (510) 657-4055

#### Parish Center and Clergy Residence/Centro Parroquial y Residencia de Clérigos

40382 Fremont Boulevard  
Fremont, CA 94538

## OLOG Faith Formation Office Oficina de Formación en la Fe

*40374 Fremont Boulevard  
Fremont, CA 94538*

Telephone/Teléfono: (510) 651-4966, Fax: (510) 657-4055

## Our Lady of Guadalupe School

### Escuela de Nuestra Señora de Guadalupe

**OLG School—Grades Pre-K—8/Escuela de NSG—Grados Pre-K—8**

*40374 Fremont Boulevard  
Fremont, CA 94538*

Telephone/Teléfono: (510) 657-1674, Fax: (510) 657-3659

# Mass Schedule/Horario de Misas

## Saturday Vigil/Vigilia del sábado:

5:00 pm (English/Inglés)  
7:00 pm (Spanish/Español)

## Sunday/Domingo:

7:15 am (English/Inglés)  
8:30 am (Spanish/Español)  
10:30 am (English/Inglés)  
12:15 pm (Spanish/Español)  
4:00 pm (Vietnamese/Vietnamés)  
6:00 pm (English/Inglés)

## Weekdays/Días de la semana:

Monday thru Saturday/lunes a viernes: 8:30 am **Rosary/Rosario** (English/Inglés) 9:00 am Mass (English/Inglés). Wednesdays & Fridays/miércoles y viernes: 7:00pm (Spanish/Español).

## Sacrament of Reconciliation

## Sacramento de Reconciliación

Confessions/Confesiones: Saturdays/sábados:

**3:30 pm-4:30 pm**

or contact a priest for an appointment

o llamar a un Padre para hacer una cita

## Devotions/Devociones

### Monthly Adoration/Adoración Mensual

First Friday: Anointing Mass followed by 24 hour adoration

*Viernes Primeros: Misa de unción seguida de adoración las 24 horas*

### Weekly Adoration/Adoración Semanal

Every Friday from 8:00 pm—10:00 pm

*Cada Viernes de 8:00 pm—10:00 pm*

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# Liturgical Ministries

## Altar Servers

**Purpose:** To assist, when assigned, the priest, deacons and congregation during Liturgical celebrations, especially during the Holy Sacrifice of the Mass.



**Duties:** Altar servers are required to attend training classes to learn the order and prayers of the Mass, conduct during Mass, proper decorum and dress code when serving Mass and various functions to be performed before, during and after Mass. Altar servers must serve at all Masses they are scheduled for or make arrangements for replacement when unable to serve. They must perform assigned duties in an orderly and reverent manner and be attentive and mindful of the needs of the celebrant. Written guidelines are provided for all altar servers.

**Requirements:** Altar servers must be registered OLOG parishioners and have received Holy Communion.

### **Contact Information:**

Fr. Raju Palleti, mf, 510-344 -8835, [associate@olog.church](mailto:associate@olog.church)  
Jane Casiano, 510-623-1525, [maryjanecasiano@gmail.com](mailto:maryjanecasiano@gmail.com)

## Art & Environment

**Purpose:** To maintain the interior church decorations according to proper liturgical seasons.

**Duties:** Members coordinate and plan the weekly flower arrangements and church decorations, caring for them on a daily basis. The worship services are enhanced by the environment and parishioners gain a better appreciation of the liturgical seasons and feast days through the beautiful banners and displays presented throughout the church. Members also provide assistance for special celebrations, such as weddings, quinceaneras and funerals as needed.

**Requirements:** Volunteers need to be available to help with floral and or plant arrangements when needed which involves 2-3 hours weekly. This includes weekly maintenance like watering and removing wilted flowers or plants.

### **Contact Information:**

Rosalind Stephen, 510-938-0896, [Rosalind-Bernadine@hotmail.com](mailto:Rosalind-Bernadine@hotmail.com)  
Joan Lampe, 510-657-9487, [joanmlampe@comcast.net](mailto:joanmlampe@comcast.net)

# Liturgical Ministries

## Extraordinary Ministers of the Holy Eucharist (EME)

**Purpose:** To offer the Body and Blood of Christ to the congregation attending their assigned Mass.

**Duties:** After the priest has received the Body and Blood of Christ in the Mass, EMEs process behind the altar in the sanctuary to receive communion. After providing communion to the congregation, EMEs with the Body of Christ bring the remaining hosts to the priest and take the empty host bowl to the table in the sanctuary to rinse with water, consume the water and dry the host bowl. EMEs with the Blood of Christ consume the remaining blood, rinse with water, consume the water, and dry the chalice. EMEs return to their seats with reverence.

**Requirements:** Be a registered parishioner of OLOG. Be in compliance with Diocesan requirements and VIRTUS—Safe Environment training. Register in the parish Ministry Scheduler Program (MSP). Serve all Masses you are scheduled for or request a sub on MSP or make arrangements for a replacement when unable to serve. EMEs must come dressed in proper church attire and are expected to attend scheduled meetings and annual retreats.

### **Contact Information:**

Lily Aseo, 510-623-8389, lilyaseo5@gmail.com

## Lectors

**Purpose:** Proclaim the Word of God during assigned Masses

**Duties:** Prepare at home by practicing the assigned reading using the Lector Workbook (provided by parish). Serve all Masses you are scheduled for or request a sub on MSP or make arrangements for a replacement when unable to serve. Lectors must come dressed in proper church attire and are expected to attend scheduled meetings and annual retreats.

**Requirements:** Be a registered parishioner of OLOG. Be in compliance with Diocesan VIRTUS—Safe Environment training. Register in the parish Ministry Scheduler Program (MSP). Keep and review a current copy of the Lector Workbook for every assignment.

### **Contact Information:**

Lily Aseo, 510-623-8389, lilyaseo5@gmail.com



# Liturgical Ministries

## Music Ministry



**Purpose:** The music ministry uses music to serve God. Service to God through the music ministry is generally expressed as service to the congregation of a church through song.

**Duties:** Encouraging believers, supporting the sermon, praising and worshipping God and sharing the gospel with nonbelievers through song are all responsibilities of a music ministry. Serve all Masses you are scheduled for on MSP. Attend practices arranged by the music director or choir leader.

**Requirements:** You must be a registered parishioner of OLOG Parish. Be in compliance with Diocesan VIRTUS—Safe Environment training. Register in the parish Ministry Scheduler Program (MSP). Have a true calling to singing praises to our Lord. If interested in joining a choir, please contact the Mass choir leader.

### Contact Information:

Joe Albano, 510-344-8821, [music@olog.church](mailto:music@olog.church)

## Hospitality

**Purpose:** To serve the OLOG parish community in times of need.

**Duties:** Setting up, decorating tables and arranging for potluck food, as needed, for any funeral reception or other parish sponsored activities in Parish facilities.

**Requirements:** Be available to help set up tables and chairs, place tablecloths and flowers, and general supervision arranging for food to be brought. Have time during the day for funeral receptions and on weekends for parish activities (ex. priest birthday or ordination anniversary).

### Contact Information:

Please call the Parish Office 510-657-4043



# Liturgical Ministries

## USHERS



### Ushers

**Purpose:** To assist before, during and after the celebration of the Eucharist.

**Duties:** Before the start of services, ushers greet attendees, hand out church bulletins or Eucharistic programs and escort attendees to pews as needed. During the services ushers will handle the collections including presentation of gifts. Also during services, ushers will ensure proper decorum and silence is observed by all. In case of emergencies, ushers are required to call 911 and use the defibrillator machine for heart related emergencies. After the services, ushers will deposit the collections, greet attendees, hand out church bulletins and, if needed, escort disabled or elderly attendees to their vehicles.

**Requirements:** Ushers must be registered OLOG parishioners and complete VIRTUS Safe Environment training. Meeting attendance and training programs for ushers are mandatory.

### Contact Information:

Stan Castellino, 510-585-1520, stan7c@yahoo.com

# Educational Ministries

## Our Lady of Guadalupe Parish School

**Purpose:** Our Lady of Guadalupe School educates children in the Catholic faith and nurtures their minds, bodies, and souls, inspiring them to live the Gospel of Jesus Christ, achieve their highest academic and creative potential, and actively serve and enrich the community.

**Duties:** Our children are nurtured by passionate faculty, enriched by strong religious values, and elevated by high academic expectations and diverse resource programs, designed to bring out the best in every child.

**Requirements:** No Requirements

### Contact Information:

Sister Janice Therese Wellington, 510-657-1674, [sjtwellington@csdo.org](mailto:sjtwellington@csdo.org)



## Faith Formation

**Purpose:** To help the community form their faith and spirituality, to teach them, to evangelize and to receive the sacraments of Christian initialization.

**Duties:** Here at the Faith Formation department, with volunteer catechists, we prepare the children from Grade 1 to high school for the sacraments of Baptism, First Reconciliation, First Communion and Confirmation. We also offer programs to help adults receive the sacraments (RCIA). Programs are offered on different dates and times and in different languages. Volunteers for all age levels are always welcome.

**Requirements:** We serve everyone so come down and talk to us or give us a call. We will discuss your situation and offer something according to your needs. To volunteer, VIRTUS—Safe Environment training and fingerprinting is required along with basic knowledge of faith. Sacramental preparation programs generally require two years. Available in English, Spanish and Vietnamese.

### Contact Information:

Juan José Suárez or Cori Lara, 510-651-4966, [ologff@olog.church](mailto:ologff@olog.church)



## Pastoral School

**Purpose:** To form parochial Leaders willing to collaborate with the Pastor in the Pastoral Life of the Parish through the weekly study. A new aware-

# Educational Ministries

ness of Being and Making the Church is created, Bylaw No. 41. *Currently held in Spanish only.*

**Duties:** Attend a weekly class during the school year from September to August. The lesson is given in advance with the purpose of studying it before the class, where it is exposed and commented on in small reflection groups, and homework of five questions is given to be answered based on the reflection. There is also a monthly fee of \$ 10.00, which is divided into two equal parts, one to send to Mexico for the material they provide and the other to help the parish with utility expenses, or whatever they consider necessary.

**Requirements:** The Leaders must have completed one to three years of study depending on which position they occupy within the Lay Team of the School. Students commit themselves to complete their studies, assignments and corresponding fees, but the fee is not an impediment to carry out or continue with their studies.

## **Contact Information:**

Ricardo Covarrubias, 510-676-7264, rcrdcovarrubias@gmail.com  
or Blanca E. Perez, Regional Coordinator 510-795-6612 or 510-552-6134

## **Instructors for Pre-Baptismal Class**

**Purpose:** The class provides a background history of Baptism stressing the Christian faith and importance of living a Christian life. All Parents and Godparents of the “to be baptized” person must attend a Pre-Baptismal Class prior to the Baptism.

**Duties:** Host the Pre-Baptismal Class. Fill out class attendance form. Begin class with a prayer and provide the history of Baptism from the scriptures. Show DVD on Baptism and discuss key elements of every Baptism. Fill out Pre-Baptismal class certificates and answer any questions attendees have.

**Requirements:** Must be a registered OLOG Parishioner and have received the Sacrament of Confirmation. Training is available for those interested in teaching.

## **Contact Information:**

Please call the Parish Office 510-657-4043



# Educational Ministries

## **Marriage Preparation**

**Purpose:** Marriage Preparation Ministry helps couples develop a better understanding of the Sacrament of Holy Matrimony, allowing them to evaluate and deepen their readiness to live married life gaining insights into themselves as individuals and as a couple.



**Duties:** The ministry conducts Marriage Preparation Classes designed to provide information and tools to help couples pursue lifelong formation (growing, learning and building) of a strong and happy marriage. Classes are open to pre-married couples—those not yet married, and convalidation couples—those married outside the church who are preparing to have their marriage validated or blessed by the church.

**Requirements:** Teachers of the Marriage Preparation Classes must be certified by the diocese.

### **Contact Information:**

Please call the Parish Office 510-657-4043

## **Quinceañera Preparation**

**Purpose:** Helps families develop a better understanding of the importance of the Thanksgiving Quinceañera Mass, for the young girl to enhance her relationship with Jesus Christ and the family members to grow in faith.

**Duties:** The ministry conducts classes designed to provide information and tools to help families before the Mass element of their daughter's celebration. Classes are mandatory for the Quinceañera, parents and Godparents.

**Requirements:** Knowledge of the parish requirements for Quinceañeras. Ministers must be fingerprinted, have taken the Safe Environment, be a registered OLOG parishioner and be in full Communion with Church.

**Contact Information:** When parents complete the application to celebrate the Quinceañera, please call the Parish Office 510-657-4043

# Service Ministries

## Pastoral Council

**Purpose:** To provide advice to the pastor on parish projects, events and activities looking at what is best for the whole OLOG community.

**Duties:** Be available to the community and parish staff to understand any suggestions or questions being discussed at the parish. Attending a monthly meeting with the pastor and other council members.

**Requirements:** Willingness to study a matter deeply, reflect on it thoroughly and work with others to reach a common conclusion. Time to attend monthly meetings and annual retreats. Members are appointed by the pastor for a term of three (3) years or less, renewable for one further term.

### Contact Information:

Jim Lima, 510-862-5618, [jimlima@comcast.net](mailto:jimlima@comcast.net) or [ologpc@gmail.com](mailto:ologpc@gmail.com)



## Leadership Team

**Purpose:** To assist the pastor and parish community with ongoing or special projects, events or activities.

**Duties:** Meet with pastor weekly beginning with prayer and then reviewing current and future projects, events and activities within the parish. The group reviews and takes ownership to relieve the pastor of managing all activities in the parish, reporting back to the team on a daily (if needed) or weekly basis.

**Requirements:** Willingness to work with others in our community to accomplish desired activities of the parish. Time to meet weekly with pastor and Leadership Team members. Members are appointed to be part of the Leadership Team by the pastor, who attempts to choose members to represent the diversity of our parish.

### Contact Information:

Jim Lima, 510-862-5618, [jimlima@comcast.net](mailto:jimlima@comcast.net) or [ologlt18@gmail.com](mailto:ologlt18@gmail.com)



# Service Ministries

## Finance Council

**Purpose:** To provide sound, analytical, legally appropriate financial and administrative advice to the pastor/administrator, pastoral council and parish staff.

**Duties:** Evaluate the financial needs of the parish

**Requirements:** Knowledgeable of all diocesan policies relating to financial administration of a parish. Review financial reports and evaluate financial position at least quarterly. Members are appointed by the pastor for a term of three (3) years or less, renewable for one further term.

### **Contact Information:**

Jean Hui, 510-249-1770, [bookkeeper@olog.com](mailto:bookkeeper@olog.com) or  
[ologfinancecouncil@gmail.com](mailto:ologfinancecouncil@gmail.com)



## Liturgy

**Purpose:** The primary role of the liturgy committee is to focus on the full range of the parish's liturgical life and to represent the consensus of the community in matters related to that liturgical life.

**Duties:** Attend a monthly meeting, participating in the planning, short and long term, of the elements and improving of liturgies in the parish.

**Requirements:** Must have a clear understanding, through study and discussion, of how the Church's liturgy is meant to be celebrated and then determine the ideal expression of that celebration for our parish community. Members are asked to volunteer by the pastor.

### **Contact Information:**

Lizbeth Hernandez, 510-676-0631, [Pinkliz\\_1@hotmail.com](mailto:Pinkliz_1@hotmail.com) or  
[ologliturgycommittee@gmail.com](mailto:ologliturgycommittee@gmail.com)

# Outreach Ministries

## St. Vincent de Paul

**Purpose:** The Society of St. Vincent de Paul is a Catholic lay organization that leads women and men to join together to grow spiritually by offering person-to-person service to those who are needy.

**Duties:** Purchase and collect donated food and money, distributing food on the first and third Wednesdays of each month, to the needy in our zip code, as well as helping with rent, utilities and shelter in motels.

**Requirements:** A willingness to help the needy at weekly food distribution and when called upon. Attend monthly meeting, the 1st Sunday of each month at 8:30 am in the Santa Paula Room.

### **Contact Information:**

Please call the Parish Office 510-657-4043

## ANAWIM

*A Hebrew word which describes the “poor ones” who remained faithful to God in times of difficulty. These humble people became known as Anawim of the “faithful remnant.”*

**Purpose:** ANAWIM is a Catholic group formed by members of the parish that heard the call of God to participate in the Eucharistic Celebration and in the different events and activities of the Parish.

**Duties:** The members of the Group must perform works of mercy towards the most needy people who are homeless, such as preparing food and distributing it, and distributing clothes and new blankets. Members must also work for their spiritual growth. For this they meet every Monday at 7:00 pm in the Parish Center, there they share themes of spirituality, theology and formation in the faith.

**Requirements:** Members must commit to being able to participate in the training nights and help in the activities of the Parish.

### **Contact Information:**

José Luis Núñez 510-274-3686 Paulino Miranda 408-515-6179

# Outreach Ministries

## Bereavement

**Purpose:** To support and provide encouragement to those who are experiencing loss or who are grieving.

**Duties:** Meetings are every Sunday at Holy Spirit Church and each facilitator is assigned to lead the meeting with the co-facilitator. Peer facilitators have been trained in the program although they are not trained professionals. This is a peer support group, not a counselling session. The intent is to walk with individuals during the grieving process. Prayer, program, assignment and prayer is how the meeting flows, followed by refreshments.

**Requirements:** Each facilitator must attend a two day seminar/training program for the grieving in Brentwood (Sandy Heinish).

### **Contact Information:**

Judi Domingo, OLOG, 510-676-7399, jayd8560@gmail.com

Helen Campbell, St. Joseph's Parish, 510-795-7958

Deacon Steve Lewellyn, Holy Spirit Parish, 510-812-6342

## Homebound/Hospital EME

**Purpose:** To bring the comfort of the Lord through His presence in the Most Holy Sacrament to homebound, convalescent homes and hospital patients.

**Duties:** Deliver Holy Communion to the sick, dying and homebound seniors on assigned day and location. Often times these people need somebody who listens and talks to them. Stay a bit and visit, be warm and comforting. Assignments can be as little as one day a month so we can serve more facilities

**Requirements:** This ministry requires caring and knowledge of delivering the Holy Eucharist. For hospital bound patients (currently Kaiser Fremont), volunteers are required to complete all Kaiser volunteer training and the Eucharistic Ministry orientation of OLOG Parish. Kaiser also requires regular inoculations, has a dress code, security clearance and internet access, as well as annual safety training meetings.

**Contact Information:**

For Homebound and Other, Gloria Arce, 510-657-1850

For Kaiser Hospital, Trish Carney, 510-651-9514





# Outreach Ministries

## Respect Life

**Purpose:** To obey the admonition of St. John Paul II to America (October 1995): “If you want peace, work for justice. If you want justice, defend life. If you want life, embrace the truth, the truth revealed by God.”

**Duties:** Duties depend on the availability of the volunteer. Volunteers perform a number of services including acting as prayer partners and/or “Angels” for the Gabriel Project moms and families, helping distribute Respect Life information and donated new and used baby items, helping with baby showers for pregnant moms, collecting coins for “Change for Life” (which supports crisis pregnancy centers and the diocesan office of Life and Justice), transporting moms to appointments and other helpful service to ensure life from fertilization to natural death.

**Requirements:** Volunteers are required to receive VIRTUS—Safe Environment training. Gabriel Project volunteers who are “Angels” also need to sign a separate Gabriel Project form. Meetings are monthly and held at Holy Spirit Church with ministries from the surrounding area. Monthly adoration on the 1st Saturday of each month from 7:00-8:00 am to pray for the Gabriel Project moms, their children and the volunteers.

### **Contact Information:**

Cathy Norman, 510-304-0526, [cathy.norman@me.com](mailto:cathy.norman@me.com)



## **Respect Life Ministry**

# Devotional Ministries

## Divine Mercy

**Purpose:** OLOG Divine Mercy Ministry is an apostolate that seeks to deepen the understanding and experience of the Divine Mercy through prayer, study and service.

**Duties:** Spread the message of the Divine Mercy through personal and communal prayer at Mass, novena, adoration of the Blessed Sacrament and other liturgical celebrations. To serve the faith community through the spiritual and corporal works of mercy. To profess and proclaim through scripture readings, catechetical faith studies and learning current evangelical Catholic teachings.

**Requirements:** All are invited to attend the cenacle faith sharing group every Tuesday from 6:30-9:00 pm in the St. Leonard Room at OLOG Church, except the third week of the month on Friday with Adoration of the Holy Eucharist from 9:00-10:00 pm.

### **Contact Information:**

Celia Doner, 510-226-1392, donercelia@yahoo.com

## Cenacle

**Purpose:** A gathering of the faithful through prayers to grow discipleship by the power of the Holy Spirit and the intercession of our Blessed Mother Mary. To help members develop a deep, loving relationship and devotion to our God, the Father, Jesus Christ and the Immaculate Heart of Mary.

**Duties:** The group meets every Wednesday at 3:00 pm in the church to pray for our priests, praying the Holy Rosary and Divine Mercy daily for special intentions. For spiritual guidance we read and meditate on the current Sunday gospel reading and messages written in the book, "To the Priests Our Lady's Beloved Sons."

**Requirements:** Everyone is welcome to join the Cenacle Prayer Group. You can consecrate yourself to Jesus through the Immaculate Heart of Mary.

### **Contact Information:**

Maria Hanhphuc Tran, 510-552-1982, godlovehp123@gmail.com  
Onnie Nepomuceno, 510-290-1993, ladyo143@yahoo.com

# Devotional Ministries

## Spanish Bible Study

*All writing is inspired by God and useful to teach, to reprove, to correct and to educate in Justice; so the man of God is religious, mature and prepared for all good work. (2 Timothy 3, 16-17)*

**Purpose:** Our goal in the Group is to know the scriptures better in order to become better Christians, prepared for the trial serving God and our neighbors, taking the word of God to all those who need it .

**Duties:** Meetings begin with a prayer invoking the Holy Spirit to enlighten us and guide us. We choose one of the books of the Bible, which we study each chapter verse by verse. We read it; we meditate it; we comment it; and following the format of the Divine Reading, we pray with the word of God so we can share with others the love, the wonders and mercy that God has for each one of us. The Lectio Divina Bible Group meets every Tuesday from 7:00-9:00 pm in the Parish Center.

**Requirements:** In the group only the mind and the heart are required, with much desire to learn. Members should have a bible and an understanding of the catechism of the Catholic Church.

### **Contact Information:**

Juan Madera, 510-362 8726, [juan.madera101@gmail.com](mailto:juan.madera101@gmail.com)  
Miriam Gonzalez, 510-676-6110, [myred1977@yahoo.com](mailto:myred1977@yahoo.com)  
Cruz Gutierrez, 510-797-8062

Lectio  
divina

## Manantial de Vida

**Purpose:** Prayer group dedicated to hearing the word of God and worshipping with music.

**Duties:** Willing to participate in prayer and singing. Devotion held every Thursday in the OLOG Church starting at 7:00 pm.

**Requirements:** No Requirements. Spanish language is helpful

### **Contact Information:**

Micaela Reynoso, 510-552-0413, Soledad Bustamante, 510-697-7359  
Pilar Hernandez, 510-943-9941

# Devotional Ministries

## Emmaus

**Purpose:** By living their Emmaus experience, the walker is integrated into the ministries of the parish, and at the service of the parish community, or becomes an active member of the Emmaus group.

**Duties:** New walkers must attend monthly meetings (not mandatory but recommended) once they have already lived their retreat, which is done once a month, for spiritual and brotherhood follow-up. In each meeting, biblical themes are exposed and agape is shared (personal experiences), which are reserved with all confidentiality. Emmaus members can also serve at the Mass as long as they prepare according to the ministries of the parish, preparing themselves properly. Once the date of the future retreat is coordinated, the priest is notified and coordinated with his / her agenda. Emmaus members are expected to attend the formation of the team, to formalize the group of servants and to coordinate the preparation meetings.

**Requirements:** In order to be a member and be able to be a servant in the Emmaus group, the person must have attended their retreat first. For Women 18 and over.

### **Contact Information:**

Esperanza Valadao, 925-752-3451, sweetespe@comcast.net  
Gabriela Barahona, 510-565-9790

## Legion of Mary

**Purpose:** The Legion of Mary is a lay association that brings Mary to the world as a means of winning the world to Jesus through the salvation of souls as its final end purpose, primarily through evangelization. The Glory of God through the sanctification of its members, developed by prayer and active cooperation in Mary's and the Church's work.

**Duties:** The Legion of Mary expects members to attend weekly meetings and do about two hours of apostolic work weekly. Some examples are visits to care homes, hospitals, convalescent homes, being a catechist, and other work requested by the parish priest. Also members need to study the Legion of Mary handbook, pray daily the Tessera, and recruit new members.

**Requirements:** Active members must be 18 years old and are Catholics faithfully practicing their religion. Willing to do a minimum of two hours

# Devotional Ministries

of apostolic work each week and must obey the Legion system. An auxiliary member cannot commit to the weekly requirements but will pray the rosary daily and the Legion prayers (Tessera). For those under 18, there is a Junior Legion of Mary and they are asked to do one hour of work weekly with a senior member. Weekly meetings on Tuesdays from 5:30-7:00 pm in the Parish Conference Room.

## Contact Information:

Vickie de Leon, 510-396-4318, vdeleon703@gmail.com

Divine Nebre, 510-931-8079 Cathy Norman, 510-304-0526

## Catholic Men's Fellowship

**Purpose:** A lay men's ministry with Catholic faith at the center of all activities. We act to encourage one another to strengthen our faith in Christ and become better sons, brothers, husbands, fathers and friends.

**Duties:** Support members to energize our belief and build Christ-centered friendships.

**Requirements:** Attend regular meetings, yearly conferences and retreats when available. Meetings are held on the 2nd and 4th Wednesday of each month in the Parish Conference Room.

## Contact Information:

John Martinez, 510-755-1921, martinezjrconcrete@gmail.com

Rob Swift, 408-655-2705, robswift@yahoo.com



## Women of Faith

**Purpose:** Provides an environment for learning, sharing and service, deepening our faith and relationship with our Lord Jesus Christ through the teachings of the Catholic Church and sacramental life.

**Duties:** Learning together through bible and faith formation studies to walk as disciples of Christ.

**Requirements:** All women are welcome to join twice a month meetings. Generally, meetings will be held the 1st and 3rd Wednesday of each month in the Parish Conference Room.

## Contact Information:

Elizabeth Martinez, 510-557-3832, elizabeth82661@aol.com



# Community Ministries

## Mexican Folk Dance

**Purpose:** Promote involvement in the community through traditional Mexican dance.

**Duties:** Attend practices every Monday at 7:00 pm.

**Requirements:** Is open to all men and women of any age or nationality, no experience is needed. All participants are invited to take part in the presentations by the group, which may be in the parish, schools, museums, or parades, but is not a requirement.

**Meetings:** Practices are every Monday at 7:00 pm at the Parish Center.

### Contact Information:

Raúl Herrera, 510-673-8744, [raul\\_herrera\\_b@hotmail.com](mailto:raul_herrera_b@hotmail.com)

## Filipino Group

**Purpose:** Use our time, talent, treasure, and the rich heritage of our Filipino culture to help meet the needs of the parish.

**Duties:** The Filipino Group focuses on three activities—fundraising, parish support, and spiritual enrichment like Simbang Gabi. Simbang Gabi is a novena of Masses followed by fellowship which is celebrated from December 16-24 and is intended to help us prepare to welcome the infant Jesus into our hearts at Christmas.



**Requirements:** All are welcome to join—you don't have to be Filipino. Our group is committed to growing personally and spiritually through the richness of cultural diversity. Meetings are on an as-needed basis for conducting the group's scheduled activities.

### Contact Information:

Please call the Parish Office 510-657-4043

## Guadalupano Society

**Purpose:** To promote within the members a deep knowledge of their Faith, the doctrine of the Church, liturgical life, and a fervent devotion to Our Lady of Guadalupe.

**Duties:** Pray the Rosary in honor of Our Lady of Guadalupe every day. Help with the organization for our Feast Day. Every second Sunday of the month participate at the 12:15 pm Mass, carrying the banner and attend-

# Community Ministries

ing a meeting after Mass. Work and serve at all Church activities. Help with the sales to raise funds for OLOG Feast Day. Participate solemnly in the Feast Day on December 12 or the Sunday close to that date. Celebrate the feast of our Mother and Queen with great solemnity: Mañanitas, Masses, Rosaries, Processions with the Image. All members will participate in these celebrations wearing their distinctive Guadalupano. Visit the sick members of the Society.

**Requirements:** Individuals who wish to become members must contact the office to fill out an application.

**Contact Information:**

Teresa Pérez-Martínez, 510-364-1615, terethedeamer@gmail.com  
Maria Serratos, 510-462-3444, marias@cfcsOakland.org

## Knights of Columbus

**Purpose:** The Knights of Columbus is a fraternal benefit society. The Order is true to its founding principles of charity, unity and fraternity.

**Duties:** Council members provide aid and assistance to sick, disabled and needy members and their families. Social and intellectual fellowship is promoted among members and their families through educational, charitable, religious, social welfare and public relief works, contributing time and energy to service in communities.

**Requirements:** Be a practicing Catholic man 18 years or older. Monthly council meetings are held but attendance is not a requirement. Assist fellow Brother Knights or those in need in the parish and/or community. Annual dues are collected at the beginning of the year.

**Contact Information:** For information on the current Grand Knight or Council Officers, please call the parish office 510-657-4043



# Community Ministries

## Live Christ, Share Christ

**Purpose:** Intended for Catholics to meet Christ, live Christ and share Christ. The movement was designed for rapid and massive evangelization, accompanied by the systematic empowerment of lay people to participate in the work.



**Duties:** Members must attend the Life in Christ seminar. It is an integrated course intended to lead participants into a renewed understanding of God's call to them as Catholics, bringing to a more personal relationship with Jesus, and providing tools for a truly Spirit-filled Christian life. It is a transformation in Christ and renewal in Spirit.

**Requirements:** Complete all five sessions of Life in Christ. Graduates are expected to enter into an active life in the parish, through parish programs, ministries, groups and services available.

### Contact Information:

Ramil Batiancila, 510-449-4862, ramil@mrengcom  
Roger Chavez, 510-929-8580

## Vietnamese Group

**Purpose:** To serve the Vietnamese community in Fremont, as well as supporting OLOG Parish with community and liturgical activities.

**Duties:** Support and invite people to come together to serve God.

**Requirements:** Sincere and faithful practicing Catholic with a willingness to serve and support the community.

### Contact Information:

Fr. Michael Pham, 510-449-5486



# Youth Ministries

## Amiguitos de Jesus

**Purpose:** For youth between 7-13 years old to learn to love our Savior, Jesus Christ with Mary, our Blessed Mother, and the three little shepherds of Fatima, through bible study and volunteering to lector at Spanish Masses.

**Duties:** Attending and participating in groups classes and activities with a desire to learn more about the word of God. Lectors must be on-time before Mass, follow a dress code and respect the holy Mass.

**Requirements:** Members must be ages 7-13, own a Bible and speak Spanish. Lectors must have received Holy Communion, read and speak Spanish perfectly.

### **Contact information:**

Cory Lara, 510-857-2398, franco\_c4@live.com

Omar Lara, 510-827-5849, omar.franco.lara@gmail.com

## Axios Youth Group

**Purpose:** To lead young people to Christ through prayer, fellowship and service.

**Duties:** Learn to know Christ and make Him better known. The group hosts various meetings and parish events throughout the year as well as assisting in parish liturgies. Details will be posted in the bulletin.

**Requirements:** Youth and Young adults (ages 11-35) willing to learn to know Christ better and make Christ better known. Anyone 18 or older must comply with Diocesan VIRTUS—Safe Environment training and fingerprints.

### **Contact Information:**

Tiffany Doria, 510-676-2829, tiffany.doria@gmail.com

## CYO

**Purpose:** Provide youth and adult coaches with an opportunity to practice Christian attitudes, responsibilities and sportsmanship through girls and boys sports programs.

**Duties:** Led by a board of volunteers and athletic directors for boys and girls programs, the board governs the sports programs including registration, fundraising and equipment/uniforms. Coaches are also volunteers responsible for managing their team (practices and games). Coaches are not required to have a child in the program.

# Youth Ministries

**Requirements:** All CYO volunteers must take the VIRTUS—Safe Environment training (every other year) and be fingerprinted. Coaches must take an annual certification class. Board members must commit to a 2-year term, meeting periodically in season and off season.

**Contact Information:** [www.olgsaints.org](http://www.olgsaints.org)

Boys AD: Chris Silveira, 510-828-0901, [chris.silveira@outlook.com](mailto:chris.silveira@outlook.com)

Girls AD: Joseph Pulis, 510-750-8127, [josephpulis@sbcglobal.net](mailto:josephpulis@sbcglobal.net)

Girls BM: Christina Gonzalez, 510-673-8403, [christinagm7794@gmail.com](mailto:christinagm7794@gmail.com)

## Galeria de Vida

**Purpose:** We are a group for Catholic youth to feel welcomed and learn more about our faith through teachings and serving the community.

**Duties:** Weekly meetings where we discuss various subjects related to our faith, reflect on Scripture and activities that help us apply these to our daily lives. Serve at the weekly Saturday 7:00 pm Spanish Mass, as well as other Parish Events such as: Multicultural Carnival, Triduum Festivities, etc.

**Requirements:** Age 13 and up. Ages 18 or older must comply with Diocesan VIRTUS—Safe Environment training and fingerprints. Understand Spanish. Meets Fridays 7:00 pm, St. Cecelia Room.

**Contact Information:**

Nohely Ramirez, 510-776-3613, [nohely\\_r@yahoo.com](mailto:nohely_r@yahoo.com)

Manny Cancino, 510-378-6072, [emcancino3@gmail.com](mailto:emcancino3@gmail.com)

## Jóvenes para Cristo

**Purpose:** To evangelize and provide Catholic faith formation to young adults of Our Lady of Guadalupe (All group meetings and retreats are in Spanish).

**Duties:** All members of OLOG, 18 years of age or older, are invited to attend an annual Christian Initiation Retreat at the beginning of the year. The retreat provides a special experience in which people are invited to have a personal encounter with God. After the retreat all are invited to attend weekly community meetings, Wednesdays, begin-



# Youth Ministries

ning with the 7:00 pm Mass, followed by group at 8:00 pm inside the parish. Talks are based on “Following Christ,” “Bases of the Catholic Faith” and finally “Social Issues” at the end of the year. Active members who wish to join our work team or obtain a ministry within YAFC, are required to attend additional preparation meetings, retreats and workshops. All members are encouraged to support and participate in parish ministries and events.

**Requirements:** To attend one of our retreats, you must be 18 years old or older. To attend weekly meetings under 18 years may attend when accompanied by a parent or family member.

**Contact Information:**

Coordinator: Gabriel Cedillo, 510-491-8237

Formation: Adán Leon, 650-644-6824, [adan.leon.650@gmail.com](mailto:adan.leon.650@gmail.com)

Treasury: Guadalupe Vásquez, 408- 726-6785

## Parish Prayer

Loving God,  
we unite in your name  
as Our Lady of  
Guadalupe Parish.  
May the Holy Spirit  
guide us  
in the way of your truth  
and help us  
to always trust You.  
Fill us with your gifts  
of faith, hope and love.  
Make us eager stewards  
serving You  
as beacons of light  
for those in darkness.  
We ask this  
through Christ our Lord.  
Amen

**Our Lady of Guadalupe  
Pray for Us**



**Nuestra Señora de Guadalupe  
Ruega por Nosotros**