



CATHOLIC DIOCESE OF SALT LAKE CITY
Jan. 13-19, 2020

● **SAVE the DATE!**

The **2020 Diocesan Lenten Retreat**, *The Word of God: Celebrating, Living and Sharing* will be held on Saturday, March 21 at St. Vincent de Paul Catholic Church, 1375 E. Spring Lane, Salt Lake City. Plan now to join Bishop Oscar A. Solis, D.D. and Congar Institute retreat masters Father Roger Keeler, JCD and Fray Sergio Serrano, O.P. for Mass, powerful preaching and reflection on our spiritual pilgrimage through Lent. Registration opens soon and all are welcome. Cost: \$15; includes Lenten lunch. For information, call the Office of Faith Formation, (801) 328.8641 ext. 326.

Chancery Office

● **National Collections (See Collection schedule attached)**

The Schedule for the 2020 National Collections follows.

- Jan 26: Latin America CODE: 20-2217
 - Feb. 26: Church in Central/Eastern Europe (Ash Wednesday) CODE: 20-2221
 - Feb. 26 - April 12: Rice Bowl (Lenten Season) CODE: 20-2208
 - March 1: Black & Indian Missions (U.S.) CODE: 20-2204
 - March 22: Catholic Relief Services CODE: 20-2201
 - April 5 - April 10: Holy Land (Palm Sunday and/or Good Friday) CODE: 20-2203
 - April 26: Home Missions CODE: 20-2231
 - May 24: Communications CODE: 20-2205
 - June 28: Holy Father (Peter's Pence. CODE: 20-2202
 - July 19: Pastoral Solidarity for Church in Africa CODE: 20-2210
 - Aug. 2: Religious Retirement CODE: 20-2215
 - Aug. 23: *Mt. Calvary Catholic Cemetery (Diocesan) CODE: 20-2220
- For parishes in the Greater Salt Lake area only (see attachment)
- Sept. 13: *Priests' Retirement (Diocesan. CODE: 20-2209
 - Oct. 18: Mission Sunday (Propagation of the Faith) CODE: 20-2206
 - Nov. 22: Campaign for Human Development CODE: 20-2207
 - Dec. 6: †Catholic Community Services (Diocesan) CODE: 20-2214

PLEASE REMIT COLLECTION MONIES WITHIN 14 DAYS OF COLLECTION

*Envelopes for Good Friday, Mt. Calvary and Priests' Retirement collections will be mailed from the Chancery Office. Envelopes for all other collections will be mailed to the parish from the National office.

†The Catholic Community Services collection is coordinated by their office. Please call them for information regarding materials, envelopes, etc. Monies can be sent to CCS directly, or to the Chancery Office. For information, call (801) 328.8641 ext. 364.

Diocese of Salt Lake City/Human Resources Department

● **Job Opportunity: Full-Time Secretary**

Summary:

The Human Resources Secretary provides all secretarial functions in a professional and confidential manner as designated by the Director.

Responsibilities:

- Serve as a member of the Diocesan Pastoral Center Staff, responsive to expectations as delineated by the policy manuals, the Bishop, the Vicar General, and Supervisor.
- Maintains and updates HR and benefits materials and files as needed. Maintains confidential personnel, employee relations, salary, and benefit files for all employees. Also maintains applicant files.
- Opens, sorts, and routes incoming mail. Handles incoming and outgoing mail. Processes e-mail mailings and distributes materials to all diocesan locations and Pastoral Center departments.
- Types correspondence and reports as necessary. Edits documents, generates form letters, and updates forms and the various mailing lists for the Vicar General.
- Creates, maintains, and monitors multiple databases to manage information as needed. It is essential to accurately input all data into the various databases.
- Build rapport with all locations contact personnel in order to unify information from all parishes, schools and missions.
- Assists with recruiting activities, posting vacant positions, and placing employment ads in the *Intermountain Catholic* newspaper and other recruiting avenues.
- Schedule conference rooms for meetings.
- Performs secretarial duties for the Vicar for Clergy as needed.

Required Education and Skills:

- Must have a high school diploma with some college education in secretarial programs preferred, at least 5 years work experience with excellent English grammar and proofreading skills a must.
- Bi-lingual (English/Spanish) is preferred.
- Human Resources office experience is preferred.
- Excellent organizational and interpersonal skills, including oral communication skills.
- Excellent knowledge of office equipment, computer knowledge with emphasis on Microsoft Word, Excel spreadsheet, PowerPoint and data input into the various Human Resource/Finance benefit databases.

CONTACT:

Please submit your cover letter and resumes to: Dolores L. Lopez, Director of Human Resources Catholic Diocese of Salt Lake City 27 C St., Salt Lake City, UT 84103-2302 E-Mail: Dolores.Lopez@dioslc.org Fax: (801) 328.9680.

Hispanic Ministry Office

For information about these meetings and events, call the Office of Hispanic Ministry, (801) 328.8641 ext. 361 or ext. 332.

• **Mass for Life (Bilingual)** – Tuesday, Jan. 21, 6 p.m. at the Cathedral of the Madeleine, 309 E. South Temple in Salt Lake City.

• **Hispanic DRE's & RCIA Meeting** – Wednesday, Jan. 22, 6 p.m. in the Pastoral Center, 27 C St., Salt Lake City. Call to confirm your attendance. We need to have at least six people to hold the meeting or we will cancel.

• **Hispanic Ephpheta/RCIA 3^o Class** – Saturday, Jan. 25, 1 p.m. in the Pastoral Center, 27 C St., Salt Lake City. Call to confirm your attendance.

• **Intercultural Marian Celebration Meeting** – Sunday, Jan. 26, 5 p.m. in the Pastoral Center, 27 C St., Salt Lake City. Call to confirm your attendance.

• **Meeting with the group Missionaries of Jesus and Mary** – Monday, Jan. 27, 3 p.m. in the Pastoral Center, 27 C St., Salt Lake City. Call to confirm your attendance.

Office of Worship

● **Save the Date: 2020 Rite of Election and Call to Continuing Conversion**

Saturday, Feb. 29

10:30 a.m. – Salt Lake Deanery

1:30 p.m. – Northern, Eastern, Southwestern Deanery & San Andres Parish

Saturday, March 7

10:30 a.m. – Salt Lake Deanery

Information will be mailed to pastors and RCIA coordinators in January.

● **Feast of the Presentation of the Lord**

February 2, The Feast of the Presentation of the Lord, falls on a Sunday this year, and its celebration outranks a Sunday in Ordinary Time. As a reminder, the *Roman Missal* calls for the blessing of candles before Mass, with either a procession or solemn entrance occurring after the blessing. The faithful should be encouraged to bring candles to be blessed at the Mass. A parish can distribute candles to those in attendance, and the candles intended for the use of the church throughout the year might also be blessed at Masses on this day.

Office of Life, Justice and Peace

● **Be Counted!** The 2020 Census is fast approaching and parishes can play a key role in this important effort. The U.S. Constitution requires a complete count of the nation's population every 10 years. Census data impacts decisions at the national, state, tribal and local levels – from congressional representation to the annual allocation of more than \$675 billion in federal funds. These resources are essential to the well-being of all of our neighbors, supporting schools, hospitals, emergency services, and more. Help educate your parish community about the importance of the 2020 Census and encourage households to fill out their census forms. We want everyone living in the United States to be counted once, and only once, and in the right place, including reaching hard-to-count members in the community. Parishes in communities that have historically been undercounted have the opportunity to help ensure that much needed and deserved federal funds reach them. As Catholics called to participation in our communities and federal programs that promote the dignity of life, we can and must ensure that everyone is counted!

For resources, including bulletin items, social media posts, posters, and other educational materials, contact Office of Life, Justice & Peace Director Jean Hill at jean.hill@dioslc.org

● **Justice for Immigrants Resources**

We understand that many immigrants that we serve, as well as their families, are afraid and confused by recent announcements regarding potential enforcement actions. We encourage you to use the resources found on the Justice for Immigrants website to help educate your community about their rights when interacting with Immigration and Customs Enforcement (ICE) and ways that they can prepare their families. JFI stands in solidarity with our immigrant sisters and brothers during these difficult times, and will continue to pray and advocate for their safety, well-being and family unity. The JFI website is <https://justiceforimmigrants.org/what-we-are-working-on/immigrant-detention/educating-your-community-about-enforcement-actions-resources-for-preparation-and-protection/>

Office of Marriage and Family Life

● **Utah Marriage Education Discount and Engaged Couples**

Utah signed into law a Marriage Education Discount for engaged couples. Couples can now receive a \$20 discount on their marriage license after attending a Catholic Engaged Encounter weekend or another diocesan approved program. After showing proof of attendance – usually a certificate – the priest or deacon, NOT THE COUPLE, must go on line and register the couple. He will be given a code to give to the couple. The attached flyer explains the process. **Contact Information:** Veola Burchett, Office of Marriage and Family Life veola.burchett@dioslc.org or (801) 328.8641, ext. 324

● **Upcoming Pro-Life Events**

The annual bilingual **Rosary for Life** will be Sunday, Jan. 19 at Mt. Calvary Cemetery, 275 U St., SLC. Meet at 2 p.m. at the Monument to the Unborn. Outlying parishes are encouraged to have their own rosary at the same time. The homebound are asked to join in prayer at that time.

Bishop Solis will celebrate a **Mass for the Unborn** on Tuesday, Jan. 21 at 6 p.m. in the Cathedral of the Madeleine, 309 E. South Temple. This will be in English and Spanish, and sign language interpreted. All are welcome.

Saturday, Feb. 1 will be the annual **Respect for the Dignity of Life Day**, at St. Joseph the Worker Parish in West Jordan. Jean Hill will teach advocacy skills to enable participants to advocate for pro-life legislation from a Catholic perspective.

The **March for Life** will be Saturday, Jan. 25, 1 p.m. For information, visit <https://march4lifeutah.org/>

● **Worldwide Marriage Encounter Feb. 7-9**

A Worldwide Marriage Encounter Weekend gives you the opportunity to enrich your relationship, and your family life. The weekend is for religious, priests and married couples. The next Marriage Encounter weekend is Feb. 7-9. For information, contact Nathan and Maria Crosby, (801) 942.1060; or Bill and Mary Ann Vena, (909) 821.5783. Registration: \$125. A voluntary donation will be requested to cover the costs at the end of the weekend.

● **Retrouvaille weekend**

You Can Help Your Marriage – Do you feel alone? Are you frustrated or angry at each other? Do you argue ... or have you just stopped talking to each other? Does talking about it only make it worse? Retrouvaille (pronounced retro-vi with a long i) helps couples through difficult times in their marriages. This program has helped 10's of 1000's of couples experiencing difficulties in their marriage. For confidential information about or to register for the program beginning with a weekend on March 27th – 29th call (801) 450.4965 or email: 4007@retrouvaille.org or visit the web site at www.HelpOurMarriage.com

Office of Youth and Young Adult Ministry

● **Scouts Saturday & Brunch with Bishop Solis**

All Girls Scouts, Boy Scouts, volunteers, families and clergy are invited to the Scouts Saturday & Brunch with Bishop Solis to be celebrated on March 14 from 10 a.m. to 1:30 p.m. at the Cathedral of the Madeleine, 309 E. South Temple, Salt Lake City. Reception will follow in the basement of the cathedral. RSVP by March 1 to the Office of Youth Ministry, trishia.norcross@dioslc.org or (801) 328.8641 ext. 323.

Diocesan Finance Office/Utah Catholic Schools Office

● **Job Opening: Schools Accounting Analyst**

The Schools Accounting Analyst will work with the schools and associated parishes, including attending meetings, preparing schedules and guidance. Respond to questions and concerns of school and associated parish staff, with additional support to schools that have going concern issues. Works closely with Superintendent of Catholic Schools to create procedures. Train staff to implement procedural changes. Assist with parish/school support. Compile quarterly deficit computations for schools. Other duties as assigned by the Diocesan Finance Officer and Superintendent of Catholic Schools.

Requirements

Candidate must have: An understanding of Catholic Church ethics, traditions, procedures and organizational structures; minimum of a bachelor's degree with a major in accounting; proficient in both oral and written communication; attention to detail and highly organized; ability to work independently as well as part of a team; a minimum of four to five years related experience preferred; experience with Microsoft Excel; excellent interpersonal skills; and an ability to maintain confidentiality.

Contact

Please send resumes to Dolores L. Lopez, Director of Human Resources, via e-mail: dolores.lopez@dioslc.org Fax: (801) 328.9680 Phone: (801) 328.8642 x333.

Catholic Foundation of Utah

• For Parish/ School bulletins

Please include the following in parish/school bulletins:

Please prayerfully consider (please name parish/school here) in your will and estate planning.

Thank you and May God bless you.

Or

Please prayerfully consider a percentage ____% or amount \$___ in your will and estate planning for (please name parish/school)

Thank you and May God bless you.

Faith Gratitude Love

With God's grace, the Foundation is here to help and be in partnership with you.

For information, contact The Catholic Foundation of Utah, Jennifer L. Carroll, Executive Director, (801) 456.9306.

Catholic Community Services

• Job Openings at Catholic Community Services

Kitchen Driver/Warehouse Coordinator

Case Manager-Migration and Refugee Services

Bi-lingual Immigration Assistant

Client Intake-Weigand Homeless Resource Center

Housing Advocate

Medical Interpreter-All Languages

Janitor – Weigand Homeless Resource Center

To apply and for information, visit <http://ccsutah.applicantpro.com/jobs/>

Around the Diocese

• The Madeleine Choir School

Pre-K and Kindergarten Information Night

The Madeleine Choir School invites prospective pre-K and kindergarten families to the Pre-K - Kindergarten Information Night on Wednesday, Jan. 22, 4-7 p.m. at the school, 205 First Ave., Salt Lake City. For information, contact Karla Padilla, kpadilla@utmcs.org or at (801) 323.0581 ext. 103. Flyer attached.

● **Kearns St. Ann Catholic School Job Opening**

Part-Time Advancement Director

Kearns - St. Ann Catholic School is seeking candidates for the position of a bilingual (Spanish) **Advancement Director**. The director is tasked with marketing and fundraising efforts for the school in the form of events, annual giving campaigns, special appeals and publications. The position requires strong written and oral communication skills to attract the maximum gift support from donors. Candidates should have a comprehensive understanding of the Catholic faith and education system, the Salt Lake community and surrounding areas and possess a bachelor's degree in marketing, business administration, or a related field. Three years of fundraising experience is required. Submit a resume with a cover letter and references to Susan Nakaba, Principal, at snakaba@ksaschool.org

● **St. John the Baptist Catholic Schools**

St. John the Baptist Catholic Schools and Soaring Eagle Drama Club Presents Shrek the Musical Jr. Wednesday, Jan. 29, 7 p.m. in the Juan Diego CHS auditorium, 300 East 11800 South, Draper. Admission is free. Flyer attached.

● **Annual Living Rosary for Life**

The annual multi-lingual Living Rosary for Life at St. Mary Catholic Church, 4050 South 3900 West, West Haven, will take place on Friday, Jan. 17, immediately after the 5 p.m. Mass/Communion Service. For information, call (801) 621.7961.

Monsignor Benvegna Lectures

Lectures will take place in St. Vincent de Paul Catholic Church, 1375 E. Spring Lane, Salt Lake City, at 7 p.m. on the following Monday evenings.

Feb. 3: “The Healing Ministry in the Church: A Lay Approach.” Rosemary Baron, Chaplain, Intermountain Medical Center

Rosemary Baron served for 40 years as a public school educator: teacher, counselor, and middle school principal. Now retired from education, she serves as a Board Certified Clinical Chaplain at Intermountain Medical Center. In this lecture she presents an integrated look at how healing is possible in all areas of our lives, physically, emotionally, spiritually and intellectually. Rosemary Baron is a member of Saint Ambrose Parish.

March 2: “Priestly Formation in a Time of Crisis.” Rev. Joseph Delka, Diocese of Salt Lake City.

The Church in the United States has rarely experienced a shortage of priests as it does now. This lecture will examine the process of priestly formation in light of the recent sex abuse crisis. The talk will look at the high standards in seminary formation today and how the Church prepares its seminarians for the church of tomorrow.