

# St. Paul's Annual Time and Talent Fair

## January 27th and 28th 2007

### Ministry Leader's Checklist

- As a ministry, participation in the Time and Talent Fair is expected. Ministries are a vital part of parish life and should be available to provide parishioners the opportunity to share their time and talent.
- Return the postcard as soon as possible. If you would like to be grouped with other ministries, please list them on the postcard.

#### Display

- Limit display to 3 to 4 feet of table space.
- If you have brochures or flyers about your ministry, please make them available to the fair attendees.
- Provide specifics about how much time participating in this ministry will involve, and when meetings will take place.
- Consider having a candy dish or desserts at your table, or something that draws parishioners in to your table.
- Please make sure to schedule individuals to help out at your table after each Mass to answer questions and greet parishioners. The people scheduled for the 6pm Mass should remove your display at the end of the evening.
- The banners, if you choose to have one as part of your display, will be set up and removed by the Stewardship Council.
- You will need to set up your display on Saturday, January 27th before 5:30 pm. The gym will be open as early as 4:00 pm that day.
- Consider inviting teens to be involved with your ministry.

The Stewardship council will provide sign-up sheets.

If you need to update your banner, please contact the parish office (822-3481).

Ministry Leaders  
Post Time and Talent Fair  
Meeting

Saturday February 10<sup>th</sup>, 2007  
9:00am to 10:30am  
St. Paul Parish Center

The purpose of this meeting is for the ministries to provide feedback about the time and talent fair to the Stewardship Council. Come share your ideas - what works, what doesn't, would you like to see changes next year or keep the fair as it is? Don't miss this important opportunity.

Agenda

- 2007 Time and Talent Fair -
  - What works, what doesn't
  - Announcements
  - Banners
  - Set-up
  - Follow-up with parishioners
- The year ahead

A continental breakfast will be served.

If, as a ministry leader, you are not available to attend this meeting, please send a representative from your ministry.

Thank You,  
St. Paul Stewardship Council