

Support Staff Structure Change of the Parish #4

Dear Parishioners,

You may recall that the summer of 2009 was very productive with regard to adjusting and developing the administrative structure of the parish, in light of our expanding pastoral needs. The intercession of the Blessed Mother, along with Saints Juan Diego and Juan Bernadino, continues to bear fruit in so many ways beyond our imagining. Since the dedication of the church and chapel in June of 2011, we have seen an increase in our weekly and daily mass attendance. Many activities and services continue to grow, develop and flourish.

During the summer of 2010, prior to the dedication of the church and chapel, I informed you of the new positions that were created in order to meet our growing needs. With the support and help of the Parish Pastoral Council, Parish Finance Council as well as others, I was able to higher Ms. Paula Furman as the Director of Liturgical Music and Mrs. Gail Downing as the Part-time Director of Youth Ministry shared with St. Martin of Tour Parish. I also hired a new Director of Religious Education and Adult Faith Formation, Mrs. Margaret Szewczak. Another important addition to our staff was to higher a Maintenance Supervisor, Mr. Robert Poleshuk, who oversees the maintenance and up-keep of all our facilities. These people have been a great blessing to our parish as I continue to meet the growing pastoral needs.

In an effort to continue to support this endeavor, it has become evident that I needed to develop and readjust responsibilities of our support staff which has consisted of one full time parish secretary and one full time PREP secretary as well as a full time pastoral administrator. In a collaborative effort, in consultation with the administrators of the parish, along with the support of both the Parish Pastoral Council and Parish Finance Council, I have decided to restructure and change this support staff in order to continue to respond to the present and growing needs of our parish and in light of fiscal responsibility. The new structure will consist of one full time administrative executive secretary and two part time parish secretaries. All services and support will continue among these new positions. Hours will be adjusted to better meet the needs of our parishioners as well as the organizations, services and ministries of the parish.

I am happy to inform you that Mrs. Karen Talocci has accepted the full time position of Executive Secretary which is effective immediately.

I am grateful to Mrs. Angie Parker who has served as our parish secretary for 4 years. Angie has served the Archdiocese of Philadelphia in various positions at other parishes for over 20 years. I am also grateful to Mary Jane Stephans who has served as PREP secretary for the past 3 years. Our prayers and gratitude go with them as they pursue future endeavors.

If you are interested in applying for one of our new part time positions their descriptions and instructions on how to apply are posted on our website.

I am ever mindful of your dedication and love for Our Lady of Guadalupe Parish Community. Your fervor and witness to the faith continue to be a blessing and source of inspiration as we move forward in building the Kingdom of God!

With renewed sincere sentiments of my deep appreciation and gratitude, I am

Sincerely Yours in Our Lord,

Reverend Monsignor Joseph P. Gentili

Pastor