



The Weekly

March 11, 2019

A Chancery publication for the employees, parish staff, clergy and religious of the Diocese of Oakland. Please consider using the texts below to promote these events and programs in parishes.

To submit announcements to *The Weekly*, [click here](#)

Clergy Suitability for Ministry

Article 13 of the Charter for the Protection of Children and Young People states that "When a priest or deacon, not incardinated in the diocese/eparchy, is to engage in ministry in the diocese/eparchy, regardless of the length of time, the evaluation of his background may be satisfied through a written attestation of suitability for ministry supplied by his proper ordinary/major superior to the diocese/eparchy." The letter is specific to the event happening in the receiving diocese – the celebration of sacraments, a retreat, a presentation, etc. These letters must come directly from the major superior or bishop. They cannot be carried by the visiting clergy, nor can we accept "celebret" cards sent or carried by the visiting clergy. The letter of suitability for ministry should be sent to Chancellor Steve Wilcox, 2121 Harrison St., Oakland 94612. If schedules do not allow the letter to be sent via postal mail, please email to swilcox@oakdiocese.org or call 510-267-8334.

CHANCERY NEWS

NEW Bishop's Appeal This year's theme, *Rebuild My Church*, was the message Jesus Christ spoke to St. Francis. At first, Francis took the assignment literally, physically restoring the abandoned chapel at San Damiano. Later, he came to understand his mission in a more spiritual sense: to return the church to the radical simplicity of the Gospel, the spirit of poverty, and the image of Christ in the poor. Soon other people joined Francis in his life of poverty, dedicating their lives to the teachings of Christ and by doing so, "Rebuilding Christ's Church."

As our shepherd for almost six years, Bishop Barber's mission is to build up Christ's Church in the Diocese of Oakland by focusing on three pillars: the Sunday Mass experience; practicing spiritual and corporal works of mercy; and helping people become missionary disciples.

2019 Bishop's Appeal Prayer

Lord Jesus Christ, as St. Francis of Assisi responded to your call to “Rebuild My Church,” may we also respond as you call us to rebuild your Church today in the Diocese of Oakland. It is the Church you built through the gift of your own Body and Blood. We come before you humbly today, grateful for that gift and for all the blessings you continually bestow upon us.

All of us, laity, religious brothers and sisters, deacons and priests, understand the challenges ahead in building and renewing your kingdom in our Diocese. We thank you for the gift of your Holy Spirit, calling forth within us the same courage and passion St. Francis felt when he heard Your call at San Damiano.

Heavenly Father, we thank you for the life and example of St. Francis of Assisi, whom you blessed with a deep love for you and your people and a humble attitude of self-sacrifice. We thank you for raising up those same gifts within us as we discern our commitment to offer you our time, talents and treasure in response to this annual Bishop's Appeal.

Grant us compassionate hearts to touch our brothers and sisters in need, grateful hearts to provide care for our retired priests, hopeful hearts to support those You have called to serve You in the priesthood, and zealous hearts to support the works of evangelization in our parishes and schools.

Under the protection of our Blessed Mother, Queen of the World, we entrust all our humble efforts to You, our Lord and Savior, who lives and reigns forever and ever. Amen.



For further information on this year's Bishop's Appeal and how to help, contact Giles Miller, Office for Mission Advancement, at 510-628-2156 or gmillier@oakdiocese.org.

NEW Building Bridges in A Polarized World, Balancing Action and Contemplation

Looking to find positive ways to minister in our polarized world? Join Father Bob Jalbert, MM, Deacon Matt Dulka and Carolyn Trumble on retreat to pray and reflect on how to balance contemplation and action to become an effective bridge building missionary disciple. We will spend time with reflections, sharing and in personal prayer and contemplation. The retreat opens April 26 at 5 p.m. and concludes April 28 at 1 p.m. For more information contact Carolyn Trumble at 650-386-4440 or ctrumble@maryknoll.org. Suggested donation is \$100 and includes individual rooms for the weekend, meals and retreat. Visit <https://conta.cc/2XMM8wc> to register.

Catholic Immigrant Integration Initiative Conference

The Center for Migration Studies and the Diocese of San Jose are hosting the 2019 Catholic Immigrant Integration Initiative Conference from March 11-13, 2019 in Santa Clara. Speakers include Archbishop Salvatore J. Cordileone of San Francisco and Bishop Oscar Cantú of San Jose. More information is at <http://cmsny.org/event/2019-ciii/>. The conference fee is \$125 for all three days and includes meals during the conference program. For those who indicate financial need, we are also happy to offer discounts and fee waivers. If you would like to request a discount or waiver, please email cms@cmsny.org.

NEW Vintages from the Bishop's Vineyards

The latest vintages of wines produced by the Bishop's Vineyards will be released online at the end of March. Employees of the Diocese receive a 40% discount. Parishes, their event planners, and their attendees may also receive discounts for their events and programs and receive rebates of online sales for 12 months after their event. Please visit Bishopsvineyard.org for further information.

Email and text scam purportedly from priests or parish/Chancery staff

Please consider running this announcement for several weeks in your parish bulletin:

Please be aware of an ongoing phishing scam involving emails and texts purportedly from priests or parish/Chancery staff. This scam has hit many parishes across the United States. The email or text purports to be from a person the target knows, such as one's pastor, a parish staff member, the bishop or someone else from the Church. If the target responds to the fake email or text, the sender will follow up with a request for some sort of monetary assistance, often for gift cards or iTunes cards. It is truly unfortunate cyber criminals attempt to exploit the generous nature of our community. Sending emails or texts asking for cash or gifts cards is **not** how priests, parishes or the Diocese of Oakland seeks financial assistance for our work. If you receive an email or text from a trusted church personnel asking for assistance, confirm by calling that person and do **not** respond to the email or text. For more information on phishing scams and email security, review this [attached handout](#). The FBI website address to file an online Internet crime complaint is <https://www.ic3.gov>.

EVENTS, CONCERTS & ACADEMIC PROGRAMS

Pasta Dinner at San Damiano Retreat Center, 710 Highland Drive, Danville, on March 17, 4:30 p.m. Tickets are \$20 for adults, \$10 for children under age 13. Register at www.sandamiano.org or 925-837-9141 x315

Join the community of Assumption School, 1851 136th Ave., San Leandro, for a **St. Patrick's Day Feast** on March 17. Doors open at 4:30 p.m. The evening will include a cash bar, raffle, photo booth, crafts and Irish coffee! Adults \$18, seniors \$12, and wee ones (under 12) \$10. Register by March 13 by calling 510-352-1537.

Join Passionists Father Tom Bonacci for the St. Bonaventure parish mission on “**Hospitality and Discipleship: The Greatest among You Serves.**” Father Bonacci is the director of the Interfaith Peace Project and noted for his scriptural scholarship and engaging presentations. The retreat is March 18-20, at both 10 a.m. and 7 p.m. (different sessions in morning and evening; morning session begins with 9 a.m. Mass). St. Bonaventure Catholic Community, 5562 Clayton Road, Concord, CA 94521. For more information contact gcattalini@stbonaventure.net.

Enjoy a night of praise and worship with **SkaAmen** on March 23, 6:30-8:30 p.m. at Bishop O'Dowd Theatre, 9500 Stearns Way, Oakland. The evening will be bi-lingual and is open to all ages. There will be time for reflection, prayer and praise to our Lord. No need to register just show up and enjoy the night, donations accepted at the door.

Ven is disfruta de Una Noche de Alabanza. La noche será bilingüe y abierta a todas las edades. Abra un momento de reflexión, oración y alabanza. No necesitas registraste, simplemente llega ese día y disfruta de la noche. Donaciones serán aceptadas en la puerta.

Walking on Holy Ground with your Dominican Sisters, a two-part series, will be held April 28 and May 5, 2-4 p.m. both days, at the Dominican Center - 43326 Mission Circle (entrance off Mission Tierra) in Fremont. A free will offering will be taken. Register by April 25 at <http://bit.ly/2019HolyGround> or call 510-933-6360.

RETREATS and LITURGIES

NEW Holy Hour for Priests is March 15, 10:30 a.m., St. Margaret Mary Parish, 1219 Excelsior Avenue, Oakland 510-482-0596. All priests serving in the Diocese are welcome. Holy Hour is held on the third Friday of the month, except during the summer months, as a service to priests by the Prelature of Opus Dei. The sacrament of reconciliation heard by a priest of Opus Dei is available during Holy Hour and a luncheon hosted by St. Margaret Mary Parish follows.

San Damiano Retreat Center, 710 Highland Dr., 925-837-9141, ext. 315
katerik@sandamiano.org, SanDamiano.org offers the following retreats:

March 12 – April 9 (Tuesdays): Spring Book Series “The Soul’s Slow Ripening: 12 Celtic Practices for Seeking the Sacred” by Christine Valters-Painter led by Kathy

Miranda

March 13 - April 10 (Wednesdays): Lenten Taizé Prayer, 7-8 p.m.

March 14 – April 11 (Thursdays): “Facing the Love of God” Lenten Contemplative Prayer with Sr. Celeste Crine OSF & Fr. Rusty Shaughnessy OFM, 7-8 p.m.

March 16 - April 13 (Saturdays): Lenten Stations of the Cross with Jan Stegner
9:30 – 10:30 a.m.

March 16: Christian Meditation Day with Claire La Scola, Donna Lack & June Pangelinan

March 29-31 Lenten Retreat: “All Shall Be Well” A Retreat with the Revelations of Julian of Norwich with Veronica Mary Rolf

NEW April 5 – 7: LifeSHIFT: Work & the Christian Journey with Thomas Bachhuber & Jim Briggs

NEW April 5 – 7: “Calling All First Responders” Retreat with Jim Christy

Dominican Sisters of Mission San Jose Center for Education & Spirituality, 43326 Mission Circle (entrance off Mission Tierra) Fremont, present:

Paths to Grace – Lenten Prayer Through Art; \$25 for the session. March 13, 6:45 - 9:30 p.m.: “I Am The Life.” Register at <http://bit.ly/2019PathsToGrace>

Spiritual Guides for Today - The Return of the Prodigal Son; \$10 per session. Three parts remaining in the four part series: March 14, March 21 and March 28, 1-2:30 p.m. Group size is limited. Register early at <http://bit.ly/2019ProdigalSon>

Something About Nones: Exploring the Spirituality of Unaffiliated Young Adults: March 16, 9 a.m.-noon. \$30, scholarships available. Register by March 10 at <http://bit.ly/2019AboutNones>

Women & Spirit – A Documentary narrated by Cokie Roberts, presented by S. Cecilia Canales, OP: March 17, 2-4 p.m. Free will offering. Register by March 13 at <http://bit.ly/2019WomenAndSpirit>

The Aramaic Beatitudes, presented by Sr. Rebecca Shinas, OP: two part series March 19 and 25, 7-8:30 p.m. \$20 each session. Register by March 16 at <http://bit.ly/2019Aramaic>

Saint Joseph – In His Own Words – Mark Price as Saint Joseph: March 24, 2-4 p.m. Free Will Offering. Register by March 20 <http://bit.ly/2019StJoseph>

Stations of the Cross for Seniors with S. Mary Mark Schoenstein, OP: March 29, April 5 and April 12, 2:30 p.m.

HAITI: Symphony of Hope, presented by Sr. Mary Sean, OP: April 6, 10 a.m. -2 p.m. \$20; please also bring a lunch. Register by March 26 at <http://bit.ly/2019Haiti>
This event also honors Sr. Stella Marie Goodpasture, O.P., "Giant for Justice," for her 60+ years of tireless, passionate work for social justice.

Enneagram and Self-Discovery Workshop/Retreat: April 27, 9 a.m.-3:30 p.m. Registration fee of \$50 includes lunch and materials. Register by April 22 at <http://bit.ly/2019Enneagram>

For more info on these programs, call 510-933-6360

Taizé - Prayer around the Cross will be offered from 8-9 p.m. on March 15 and May 17 at the Dominican Sisters of Mission San Jose Chapel, 43326 Mission Circle, Fremont. For more information call 510.657.2468.

“Life on Fire,” Santa Maria Parish Mission, March 16-20, will feature Father Stan Fortuna, CFR. Father Fortuna will preach at all Masses on March 16-17. Sessions on Monday-Wednesday begin with Mass at 10 a.m. Monday’s evening session at 7:30 p.m. is for women, Tuesday, 7:30 p.m. for men, and the closing session on Wednesday, 7:30 p.m. is open to all. Visit www.SantaMariaOrinda.com for details.

JOB OPENINGS

NEW Volunteer Commuter Escorts needed for CRDLS students!

Cristo Rey De La Salle East Bay High School St. Elizabeth Campus is a diverse, Lasallian Catholic learning community that educates young people to become men and women of faith, purpose and service. A rigorous and personalized college prep curriculum integrated with a corporate work study experience prepares students of limited economic means to succeed in college and life. Volunteers agree to accompany student associates between school and job sites in San Francisco, Oakland and the East Bay on BART or other public transit. Great service opportunity for retired folks and current commuters! Complete orientation and training provided, as is FREE public transit fare. LiveScan background check (cost covered by program) is required. Morning (7:30 – 9:00 a.m.) and afternoon (4:00 – 5:30 p.m.) shifts are available. For further information, contact Neal Gutierrez at 209-596-0095 or ngutierrez@crstoreydelasalle.org.

NEW Principal, St. Joseph, Pinole

This K through 8th grade school serves the cities of Pinole, Hercules, El Sobrante, and the surrounding areas. St. Joseph enrolls 266 students with a capacity of 320 students, with a professional staff of 32, including teachers and support staff, and is fully accredited by WCEA/WASC with before and after school Extended Care. Candidates must be active practicing Catholics, possess a California Teaching Credential and a California Administrative Credential or be enrolled in an Administrative Credential Program as well as have at least five years in Catholic educational teaching or administration. The candidate must be able to provide spiritual, administrative, financial and educational leadership for the school as well as be able to assume responsibility for the day-to-day administration. The school serves a diverse community.

The successful candidate is expected to be an active member of the parish staff. Excellent communication skills and enthusiasm for developing and maintaining a school with a strong Catholic identity and academic program are a must. St. Joseph School has a supportive Pastor, Faculty and Staff, School Board, Parent Group, and Parents.

Salary is based upon the Diocesan Scale and depends on qualifications and experience. Benefits include: Health, Dental and Vision Insurance, Long and Short Term Disability Insurance, and Retirement. Send Letter of Intent and Application by March 31, 2019 to:

Department of Human Resources
Diocese of Oakland
2121 Harrison Street, Suite 100

Oakland, CA 94612
510-893-4711 Fax 510-763-8055

Principal, St. Joseph, Fremont

St. Joseph Catholic School is a TK through 8th grade school located in the city of Fremont in Alameda County serving the cities of Fremont, Union City, Milpitas and Newark. St. School enrolls 240 students with a maximum capacity of 300 students, with a professional staff of 37 and is fully accredited by WCEA/WASC with before and after school Extended Care.

Candidates for principal must be active practicing Catholics, possess a California Teaching Credential and a California Administrative Credential or enrolled in an Administrative Credential Program as well as have at least five years in Catholic educational teaching or administration. The candidate must be able to provide spiritual, administrative, financial and educational leadership for the school as well as be able to assume responsibility for the day-to-day administration. The successful candidate is expected to be an active member of the parish staff. Excellent communication skills and enthusiasm for developing and maintaining a school with a strong Catholic identity, and academic program are a must. St. Joseph School has supportive Pastor, Faculty and Staff, School Board, and Parents. Salary is based upon the Diocesan Scale and depends on qualifications and experience. Benefits include: Health, Dental and Vision Insurance, Long and Short-Term Disability Insurance, and Retirement.

Send Letter of Intent and Application by March 31, 2019 to:

Gloria Espinoza
Department of Human Resources
Diocese of Oakland
2121 Harrison Street, Suite 100
Oakland, CA 94612
510-893-4711 Fax 510-763-8055

Principal, St. Joseph Notre Dame High School

Please see <https://www.oakdiocese.org/offices/human-resources/employment/SJNDPrincipalSearch2019.pdf> for more information.

NEW Bookkeeper, St. Raymond Parish, Dublin

St. Raymond Parish seeks a full-time bookkeeper responsible for a full range of bookkeeping and administrative functions. Must be a self-starter who can multitask effectively. Ideal candidate will be highly organized, have strong attention to detail, and strong interpersonal skills. Day to day responsibilities include managing paying invoices, processing check requests, reconciling accounts, accounting for weekly collections, payroll preparation, preparation of monthly, quarterly and annual financial reports. The bookkeeper also keeps track of vacation/sick/personal time reports and provides regular reporting to management.

Requirements:

- 5+ years' experience in all areas of bookkeeping
- High level of experience with QuickBooks software
- Excellent computer skills
- Excellent communication skills and a problem solver
- Ability to prioritize tasks and meet deadlines

Salary and benefits:

This position is full-time and includes full benefits per diocesan policy. Classification is S-5.

Interested candidates please send resume with a cover letter and three references to Augustine Gill, Business Manager at St. Raymond Church via email Agill@st-raymond-dublin.org no later than March 25, 2019.

Administrative Assistant, US-China Catholic Association, Berkeley

The US-China Catholic Association (USCCA) is a small nonprofit that maintains ties between the Catholic communities in China and the U.S. The USCCA hosts conferences, study tours in China, speaking events, a newsletter, member services, and mission appeals in parishes across the country. The USCCA seeks a part-time administrative assistant who can work with the executive director on the following:

- oversee of select programs, as determined in consultation with the executive director
- monitor USCCA program email inbox(es) and respond on behalf of the USCCA
- maintain relationships with a wide range of constituents, from board members to priests and sisters to journalists to scholars and community service groups
- assist in event promotion and planning
- coordinate other staff

Salary information: Hourly wage, \$18 to \$22 / hour to start, based on experience and skillset.

Time commitment per week: 15 hours or more (depending up the responsibilities agreed upon).

Could evolve into a full-time position. Hours are extremely flexible. Office location is Berkeley; most tasks can be accomplished online or remotely. Position begins: Immediately

More information can be found at <https://tinyurl.com/USCCAAdmin>.

To apply please submit letter of intent, one reference, and a brief resume to:

Fr. Michael Agliardo

Executive Director

director@uscatholicchina.org

(510) 900-2015

1646 Addison Street, Berkeley, CA 94703

Catholic Campaign for Human Development Internship, Oakland

The diocesan Catholic Campaign for Human Development (CCHD) office is seeking a part-time, paid intern to assist the CCHD Diocesan Coordinator, the Parish Solidarity Initiative Coordinator and the PSI diocesan team in implementing the Parish Solidarity Initiative (PSI) program. The purpose of the initiative is to animate Catholic parishioners to put their faith into action by becoming involved in social ministry, both charitable and social justice activities on a local and global level. The CCHD Intern will work with the PSI Coordinator and the diocesan team to train teams in participating parishes in Catholic Social Teaching and provide them spiritual formation, leadership and organizing skills to enable them to engage their fellow parishioners. Special focus will be given to forming new leaders from among young adult and immigrant parishioners. The intern will also assist parishes in connecting with organizations that offer activities in which the parishes can participate. The internship runs from September 2019 to May 2020. Deadline to apply is March 29. For more information, please see the full internship announcement at www.cchdeastbay.org.

Coordinator of Evangelization and Discipleship, Divine Mercy Parish, Oakland

The mission of the newly established Divine Mercy Parish is to demonstrate that the mercy of God is real in Oakland, CA. The Coordinator of Evangelization and Discipleship is responsible for implementing and overseeing a narrowly conceived formation program that increases the parish's capacity of evangelization and carrying out the works of mercy. In general, the Coordinator of Evangelization and Discipleship carries out the organizational details for the Pastor/Parochial Administrator in regard to the parish's evangelical outreach, as relates to sacramental preparation, ministry formation, and outreach. Specifically, this entry level position will typically oversee volunteer staff, recruit faith formation catechists, plans and chairs meetings, schedules classes and facilities, and orders resources for an evangelization-based faith formation program. This position requires the related education and experience to perform basic religious education responsibilities. For a complete job description [click here](#). **This is a part-time, exempt position which does not include health benefits. To apply please submit letter of intent and resume by March 15 to Rev. Brandon Macadaeg, Fr.macadaeg@gmail.com or mail to:**

Divine Mercy Parish Office
3725 High Street
Oakland, CA 94619

Donor Relations Coordinator, Franciscan Friars, Oakland

The Province of Saint Barbara, located in Oakland, has an immediate opening for a full-time Donor Relations Coordinator to perform administrative duties related to the cultivation, solicitation, and stewardship of current and prospective donors, including donor communication, data management, and gift acknowledgement. This is an important position that requires an ability to work well under limited supervision and to be extremely organized. The successful candidate will possess excellent written and verbal communication skills, attention to detail, and competence with Microsoft Office and Donor Perfect or similar donor database. Salary is competitive and will be commensurate with experience and qualifications. The Franciscan Friars are an Equal Opportunity Employer, and we welcome and encourage applications from people from all walks of life. The Franciscan Friars, Province of St. Barbara, proclaim the Gospel of Jesus Christ in the Franciscan tradition through ministries that serve the poor, marginalized, and those spiritually in need of God. Through the ministries of our Province we provide food, shelter, counseling, healing, spiritual direction, education and a connection for the people of God. We do this through the charism of St. Francis of Assisi and our values of prayer, fraternity, joy and service. Please send a current resume along with a personal cover letter in PDF format stating the reasons why you are interested in and qualified for this position to: tjohnston@sbofm.org. Complete job description available upon request.

Development Assistant, Diocese of Oakland Office for Mission Advancement, Oakland

The Development Assistant reports to the Major Gifts Officer and will be responsible for supporting parish and corporate campaigns in Contra Costa and Alameda Counties. The role will involve database management, gift processing, and producing gift acknowledgement letters. Proficiency in Microsoft Office Suite and Blackbaud Raisers Edge is necessary. For a complete job description [click here](#). This is a full-time, temporary and non-benefitted position. After review there is a possibility of this position transitioning to a regular hire. Please submit resume and cover letter to Gloria Espinoza at gespinoza@oakdiocese.org.

Catholic Funeral and Cemetery Services (CFCS)

Catholic Funeral and Cemetery Services (CFCS) is seeking Managers, Sales Associates (Family Service Advisors), Funeral Directors (Family Service Directors), Funeral Assistants, Preparation Employees and Administrative Assistants. View all current openings:

<http://www.cfcsoakland.org/about-us/job-opportunities/>. If you, or someone you know, might be interested, please contact Bill Clark for more information -- bclark@thinkhr.com.