HELP WANTED

DIRECTOR OF MUSIC

St. Peter Catholic Parish, Ashton, WI, is seeking a part-time Director of Music and Organist. This is a 0.25 FTE salaried position. Duties include accompanying all weekend masses and solemnities, directing the parish choir, and selecting music. It is critical that the candidate be conversant in Catholic theology and liturgical traditions. Full job description is available at stpeterashtoncatholic.org. Please submit a résumé and cover letter to info@stpeterashtoncatholic.org.

ADMINISTRATIVE ASSISTANT

The Wisconsin State Council of the Knights of Columbus is accepting resumes for the position of Administrative Assistant. This is a part-time position which will average 20-30 hours per week. The duties of this position will be carried out at the State Council office in Madison, WI. The deadline for submissions of a resume is July 15, 2019. We are looking for a responsible Administrative Assistant to perform a variety of administrative and clerical tasks. Duties of the Administrative Assistant include providing support to our Administrative Manager and State Deputy, assisting in daily office needs and managing the State Council general administrative activities. The minimum education requirement is a high school graduate or equivalent. Business and accounting courses beyond high school are preferred. The ideal candidate will have:

A. Three to five years of related office experience
B. Computer competency including electronic communication such as Email and texting, word-processing, spreadsheet and data-base software knowledge and experience
C. Familiarity with the inner workings and culture of the Knights of Columbus

Please submit resumes to:
Anthony Schreiner
Administrative Manager
Wisconsin State Council
4297 W. Beltline Hwy.
Madison, WI 53711

HELP WANTED

ADMINISTRATIVE ASSISTANT

S. Augustine University Parish, at the University of Wisconsin-Madison, is looking for an Associate Director of Development who will be a key member of the development team raising funds for the Ministry and associated programs supporting their mission to support, challenge and inspire students. For more information on S. Augustine, this position and how to apply, visit www.personal34ladies.com

PRAYER OF THE BLESSED VIRGIN

Oh most beautiful Flower of Mt. Carmel, fruitful vine, splendor of Heaven, Blessed Mother of the Son of God, Immaculate Virgin, assist me in my necessities. Oh Holy Mother of God, Queen of Heaven and Earth, humbly beseech you from the bottom of my heart to succor me in my necessities (make request). There are none that can withstand your power. Oh Mary, conceived without sin, pray for us who have recourse to thee (3 times). Holy Mary, I place this prayer in your hands (3 times). Say this prayer for 3 consecutive days and then you must publish. Grateful thanks. MJA