

# Parish Ministry Handbook

Holy Transfiguration Greek Orthodox Church  
Marietta, Georgia

## Weekly Services

Great Vespers on Saturdays at 5pm

Orthros on Sundays at 8:30am

Divine Liturgy on Sundays at 10am



“Be Holy!”  
January 2016

## **Our Mission Statement**

**Our Parish is the local eucharistic community of the Church in this locality;**

**The aims and purposes of our Parish are to keep, practice and proclaim the Orthodox Christian Faith pure and undefiled.**

**The diakonia (ministry) of the Parish includes proclaiming and teaching the Gospel in accordance with the Orthodox Faith; sanctifying the faithful through God's grace in worship, the Divine Liturgy and the other sacraments; enhancing its parishioners' spiritual life; and adding to the numbers of the faithful by receiving persons into the Church through instruction, baptism and/or chrismation. In addition, the Parish has established educational and philanthropic activities to foster the aims and mission of the Parish and to edify its parishioners in the Faith and ethos of the Church.**

**The ultimate goal of our Parish is to lead its members into the Kingdom of God.**

**See UNIFORM PARISH REGULATIONS. CHAPTER ONE, ARTICLE 15**

## Address & Contact Information

3431 Trickum Road  
Marietta, Georgia 30066

Phone: 770-924-8080

Fax: 770-924-3030

Email: [holytrans@comcast.net](mailto:holytrans@comcast.net)

Website: [www.holytrans.org](http://www.holytrans.org)

Office Hours: Monday – Friday, 9:30am – 5:30pm

## Our Spiritual Leaders & Staff

Reverend Father Panayiotis Papageorgiou, Ph.D., Presiding Protopresbyter  
 Reverend Father George Pallas, Protopresbyter  
 Reverend Father Paul Lundberg, Presbyter  
 Anne Willcocks, Parish Secretary  
 Iancu Nica, Sexton  
 Michael Gavalas, Caretaker

## Parish Council Members 2016

### Executive Committee

Name	Role	Email address	Home Phone	Cell Phone	Term expires
Steve Tingas	President	tingasatl@gmail.com		770.845.5045	12/31/18
Alex Miltiades	Vice Pres. & Facilities Lead	alex.miltiades@cfacorp.com		770.605.2629	12/31/17
Georgia O'Brien	Treasurer	gaobrien@bellsouth.net		678.907.0953	12/31/18
Steve Steffas	Assistant Treasurer	steve.Steffas@verizonwireless.com		678.591.4807	12/31/17
Casey Pater	Secretary, Worship, & Educ., Youth, & Culture	casey44b@comcast.net	770.928.1072	404.956.0725	12/31/16

### Ministry Liaisons

Name	Role	Email address	Home Phone	Cell Phone	Term expires
Marc Nichols	Educ., Youth, & Culture	menicholsinc@bellsouth.net		770.617.2733	12/31/16
Athan Tsarouhas	Parish Life	athant@bellsouth.net athan@usencon.com		404.538.5469	12/31/16
Tim Voulopos	Stewardship, Outreach, & Welcoming	voulopos@yahoo.com		678.521.3542	12/31/16
Becky Valagohar	Stewardship, Outreach, & Welcoming	beckyvala@gmail.com		404.357.4842	12/31/17
Randy Rogers	Philanthropy	rrogers@rogersstrimban.com	770.427.7881	678.793.6193	12/31/17
Dennis Christopher	Facilities, Parish Life	dennispaula@comcast.net	770.942.8794		12/31/18
Paul Markley	Parish Life	pmarkley@coca-cola.com paul_eliza@me.com		770.337.7858	12/31/18

**Council of Ministries - 2016**

Below are the current ministries as well as a brief description and the leaders' contact information. If you are interested in learning more about these ministries or would like to join, please contact the leaders or Parish Council Liaisons. Volunteers are always needed and welcome for various tasks and responsibilities related to the ministries. We also welcome the opportunity to form new ministries that serve to accomplish the Mission of our Church. Please contact the Priest or Parish Council President to discuss.

<b>Ministry Name</b>	<b>Description</b>	<b>Ministry Leader &amp; Assistants</b>	<b>Email Address(es)</b>	<b>Phone #(s)</b>	<b>PC Liaison</b>
Administration & Communication	Assists office staff with data management, communication, and publication. Includes preparing mailings and bulletins, entering information by computer, preparing articles and other publications, assisting with the website, and providing general assistance in the office. Includes a phone calling committee.	Anne Willcocks  Father Paul	holytrans@comcast.net  paul.htgoc@gmail.com	770.924.8080	Anne Willcocks
AHEPA	This philanthropic and educational men's organization meets monthly but is not a ministry of the parish. It provides scholarships to college students.	Zach Kollias  Ted Sampanes	zmkollias2@bellsouth.net  sampanes@bellsouth.net	678-461-5656  770-642-8897	Steve Tingas  Athan Tsarouhas
Audit Committee	Nominated at annual General Assembly, consists of 3 members, conducts annual audit of church's financial statements, bookkeeping processes and procedures	Dorian Bafas  Cathy Papadopoulos  Nancy Porter	dorianbafas@yahoo.com	770.833.8431	Georgia O'Brien
Adult Catechism	Provides opportunities for continuing, lifelong education for adults. This ministry includes Bible study, Intro to Orthodoxy, Lenten religious study, parenting education, and the spiritual book club.	Father Panayiotis  Father Paul	fr.panayiotis@comcast.net  paul.htgoc@gmail.com	770.924.8080	Father Panayiotis
Youth Catechism	Religious Education for ages 3 through high school, held on Sunday mornings after Holy Communion, during school year.	David Linebaugh  Donna Smith  Connie Kollias	david.linebaugh@delta.com	770.842.1960	Cathy C.  Marc N.  Casey P.
Choir	Music and hymns during Liturgy and special services. Begins at 9:45 on Sundays; Practices on Tuesday evenings	Demetri Miltiades	miltiadesdc@gmail.com	404.213.4220	Casey Pater
Coffee Hour	Responsible for scheduling families to host coffee hour; Manages the kitchen; makes sure the kitchen is stocked with supplies	Maria Alberts	mariaalberts@comcast.net	770-578-6694	Athan Tsarouhas
Education/ Youth/ Culture (ECY)	This is a super committee formed at the direction of the Metropolitan of Atlanta, the purpose of which is to oversee and act as a resource for the various educational, cultural and youth programs.	Connie Kollias	conniekollias@yahoo.com	404.514.4539	Marc Nichols

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Facilities Maintenance	Responsible for maintenance, building and repair projects related to the church buildings and grounds.	Dennis Koutouzis	koutouzisjd@gmail.com	404.324.2378	Dennis Koutouzis
Facilities Planning Committee	Evaluates future growth of our church and its membership and recommends building and facility changes to accommodate the growth.	George Matthews	vmbgchz@aol.com	404.405.6017	Alex Miltiades
Family Fellowship	Organizes social events and programs geared towards adults and their families.	TBD			Tim Voulopos
Festival	The annual Marietta Greek Festival benefits our Building Fund and other ministry projects; all church members are requested to volunteer during the festival, held every year on the weekend after Mother's Day. Various aspects include planning and preparing, working during the festival, promotion, set-up, clean-up, decoration, food preparation, and serving food.	Danny Vlahiotis	dnvlah@bellsouth.net	678.643.0343	Steve Tingas
Finance Committee	Headed by Treasurer, reviews cash flow, establishes and monitors budgets, makes financial recommendations to Parish Council. Oversees Building Fund and Iconography committees.				Georgia O'Brien Steve Steffas
GOYA	Youth fellowship for grades 6 - 12. Meets every Wednesday Evening year round from 7PM - 9PM.	Mike Gavalas Smith Levenson Maria Linebaugh Sophia Linebaugh Spiro & Joanna Nicolopoulos Father Paul			Marc Nichols

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Hellenic Dance	Greek Dance instruction and performances for youth aged 3 to adults. Performs at Marietta Greek Festival each year. May also perform at other festivals throughout the year. Voluntary participation in the Metropolis-wide annual Hellenic Dance festival (HDF)	Paulina Vastakis  Dorian Bafas	paulinasox3@att.net  dorianbafas@yahoo.com	770.833.8431	Marc Nichols
Hellenic Studies	Greek Language and Cultural Education - Ages 4-Adult. Classes are on Tuesday evenings during the school year - 5:30PM - 7PM. Tuition ranges from \$125 to \$275. A New Testament (Greek) class is also offered on Tuesday evenings.	Eleni Clement  Tasia Kipreos	eleni@mindspring.com  tasia22@hotmail.com	404.783.5103	Marc Nichols
HOPE/JOY	Youth fellowship for grades K - 5. Meets at various times during the year; coordinates outings as well as parent discussions during HOPE/JOY meetings.	Christina Bourgeois  Jennie Miltiades  Georgia Hutt  Vanessa Vacratsas	christinabourgeois@yahoo.com    georgiahutt@gmail.com	678.923.6255    205.799.6366	Marc Nichols
Church Library	Offers books for all age levels that provide information to deepen understanding of our Orthodox faith, including books used for Fr. Panayiotis' spiritual book club, as well as Greek culture and history. There is a collection of books in the Greek language as well. Books are checked out on designated Sundays during coffee hour or by appointment.	Mike Gavalas	mgavalas70@gmail.com	404.917.5709	Marc Nichols
Missions	Newly formed ministry to help foster volunteerism through the various Orthodox ministries, such as OCMC and IOCC.	Leslie Hansard	Leslie.hansard@gmail.com	770.365.2066	Tim Voulopos
OCF	Focuses on the needs of and outreach towards college students in the Atlanta metro area.	TBD			Tim Voulopos
Outreach & Welcoming	Coordinates efforts to welcome visitors, new members, and current members to church services and functions. Schedules activities to bring families together. Contacts less active members and provides transportation to church and parish events.	Mimi Pohlman  Pat Koutouzis	mimipohlman@gmail.com  koutouzisjd@gmail.com		Tim Voulopos  Becky Valagohar



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Parish Life	Coordinates all parish functions sponsored by the Parish Council, works with parish organizations other than youth: Philoptochos, Prime Timers, AHEPA, assists Philoptochos in helping the needy, oversees the Festival Committee.	Athan Tsarouhas	athant@bellsouth.net	404.538.5469	Athan Tsarouhas  Dennis Christopher  Paul Markley
Philoptochos	This is the Philanthropic arm of our Parish. They are a chapter of the National Philoptochos Organization based in New York. This ministry also operates the parish bookstore, and assists the sick and shut in.	Linda Lopus  Pat Koutouzis  Dorothy Macris	llopos@bellsouth.net  koutouzisjd@gmail.com  dorothymacris@comcast.net	678.445.3556  770.514.1337  770.475.3459	Randy Rogers
Prime Timers	Social and Philanthropic organization for those age 50 and over.	Connie Stratigos  Xanthippe Marsico	cs121033@juno.com	770.992.9707  678.795.0559	Athan Tsarouhas
Altar Servers		Christopher Hansard  Mike Gavalas	christopher.hansard@gmail.com  mgavalas70@gmail.com	770.924.8080  404.917.5709	Casey Pater
Rental	Oversees and manages rental of facilities; Schedules Monitors	Mike Gavalas	mgavalas70@gmail.com	404.917.5709	Dennis Koutouzis
Stewardship	The primary focus of the Stewardship Ministry is to assist the parishioners in developing a full understanding of the true meaning of Christian stewardship and how to apply this understanding to their daily lives. The Ministry is also responsible for managing the annual membership/ stewardship drive for the parish.	Lukia McLean  Tina Johansen	kiamou3@gmail.com  tinavttina@aol.com	770.856.5064  678.524.8672	Becky Valagohar  Tim Voulopos
Summer Day Camp		Clara Pantazopoulos  Donna Smith	clarap23@yahoo.com  missmagnoliasmoxie@gmail.com		Marc Nichols

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Philanthropy	Philanthropy means "love of fellow human beings." The ministry includes a community garden where we raise vegetables and a cupboard that supplies groceries. We work with local Cobb County school social workers to help identify families in need, and we invite them to come visit for meals, food, and groceries to take home, as well as fellowship. We believe that unless we spend time with those in need and come to know them as friends, we cannot truly help each other. Philanthropy works closely with Philoptochos.				Randy Rogers

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**Glory to God for all things!**

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