

St. Dunstan's Episcopal Church



The Third Sunday of Advent December 17, 2023

The Holy Eucharist

Streaming on Facebook Live at 10:45AM.

Prelude

Recitative for Bass, No. 10, "For Behold, Darkness Shall Cover the Earth"

Air for Bass, No. 11, "The People that Walked in Darkness"

From G.F. Handel's *Messiah*

Jonathan Throop, soloist



1 We the Lord's peo - ple, heart and voice u - nit - ing, praise him who
 2 This is the Lord's house, home of all his peo - ple, school for the
 3 This is the Lord's day, day of God's own mak - ing, day of cre -
 4 In the Lord's ser - vice bread and wine are of - fered, that Christ may



called us out of sin and dark-ness in - to his own light,
 faith - ful, ref - uge for the sin - ner, rest for the pil - grim,
 a - tion, day of re - sur - rec - tion, day of the Spi - rit,
 take them, bless them, break, and give them to all his peo - ple,



that he might a - noint us a roy - al priest-hood.
 ha - ven for the wea - ry; all find a wel - come.
 sign of hea - ven's ban - quet, day for re - joic - ing.
 his own life im - part - ing, food ev - er - last - ing.

Words: John E. Bowers (b. 1923), alt.

Music: *Decatur Place*, Richard Wayne Dirksen (b. 1921)

11. 11. 11. 5

The Word of God

Opening Acclamation

Bishop Blessed are you, holy and living God.
People **You come to your people and set them free.**

The Bishop then continues

There is one Body and one Spirit;
People **There is one hope in God's call to us;**

Bishop One Lord, one Faith, one Baptism;

People **One God and Father of all.**

Celebrant The Lord be with you.

People **And also with you.**

Celebrant Let us pray.

The Collect *said by all*

Lord of light, who sent the Baptist to offer hope and face the world's scorn: open our ears to hear the cries from the margins, exposing our fears, inciting our vision, and calling us to a step of faith; through Jesus Christ, the one who is to come. Amen.

The First Lesson

Isaiah 61:1-4, 8-11

The spirit of the Lord God is upon me, because the Lord has anointed me; he has sent me to bring good news to the oppressed, to bind up the brokenhearted, to proclaim liberty to the captives, and release to the prisoners; to proclaim the year of the Lord's favor, and the day of vengeance of our God; to comfort all who mourn; to provide for those who mourn in Zion—to give them a garland instead of ashes, the oil of gladness instead of mourning, the mantle of praise instead of a faint spirit. They will be called oaks of righteousness, the planting of the Lord, to display his glory. They shall build up the ancient ruins, they shall raise up the former devastations; they shall repair the ruined cities, the devastations of many generations. For I the Lord love justice, I hate robbery and wrongdoing; I will faithfully give them their recompense, and I will make an

everlasting covenant with them. Their descendants shall be known among the nations, and their offspring among the peoples; all who see them shall acknowledge that they are a people whom the Lord has blessed. I will greatly rejoice in the Lord, my whole being shall exult in my God; for he has clothed me with the garments of salvation, he has covered me with the robe of righteousness, as a bridegroom decks himself with a garland, and as a bride adorns herself with her jewels. For as the earth brings forth its shoots, and as a garden causes what is sown in it to spring up, so the Lord God will cause righteousness and praise to spring up before all the nations.

Lector The Word of the Lord.

People **Thanks be to God.**

Psalm *In convertendo*

Psalm 126



When the Lord restored the fortunes of / Zion,
then were we like those who / dream.
Then was our mouth filled with / laughter,
and our tongue with shouts of / joy.

Then they said among the / nations,
“The Lord has done great things for / them.”
The Lord has done great things for / us,
and we are glad in- / deed.

Restore our fortunes, O Lord,
like the watercourses of the Ne- / gev.
Those who sowed with tears
will reap with songs of / joy.
Those who go out weeping, carrying the / seed,
will come again with joy, shouldering their / sheaves.

The Second Lesson

1 Thessalonians 5:16-24

Rejoice always, pray without ceasing, give thanks in all circumstances; for this is the will of God in Christ Jesus for you. Do not quench the Spirit. Do not despise the words of prophets, but test everything; hold fast to what is good; abstain from every form of evil. May the God of peace himself sanctify you entirely; and may your spirit and soul and body be kept sound and blameless at the coming of our Lord Jesus Christ. The one who calls you is faithful, and he will do this.

Lector The Word of the Lord.

People **Thanks be to God.**

Introduction



1 O day of peace that dim - ly shines through all our
2 Then shall the wolf dwell with the lamb, nor shall the

hopes and prayers and dreams, guide us to jus - tice, truth, and
fierce de - vour the small; as beasts and cat - tle calm - ly

love, de - liv - ered from our self - ish schemes. May swords of
graze, a lit - tle child shall lead them all. Then en - e -

hate fall from our hands, our hearts from en - vy find re -
mies shall learn to love, all crea - tures find their true ac -

lease, till by God's grace our war - ring world shall see Christ's
cord; the hope of peace shall be ful - filled, for all the

Interlude

prom - ised reign of peace.
earth shall know the (Lord.)

Final Ending

Lord.

The Gospel**John 1:6-8,19-28**

Priest The Holy Gospel of our Lord Jesus Christ, according to John.

People **Glory to you, Lord Christ.**

There was a man sent from God, whose name was John. He came as a witness to testify to the light, so that all might believe through him. He himself was not the light, but he came to testify to the light. This is the testimony given by John when the Jews sent priests and Levites from Jerusalem to ask him, "Who are you?" He confessed and did not deny it, but confessed, "I am not the Messiah." And they asked him, "What then? Are you Elijah?" He said, "I am not." "Are you the prophet?" He answered, "No." Then they said to him, "Who are you? Let us have an answer for those who sent us. What do you say about yourself?" He said, "I am the voice of one crying out in the wilderness, 'Make straight the way of the Lord,'" as the prophet Isaiah said. Now they had been sent from the Pharisees. They asked him, "Why then are you baptizing if you are neither the Messiah, nor Elijah, nor the prophet?" John answered them, "I baptize with water. Among you stands one whom you do not know, the one who is coming after me; I am not worthy to untie the thong of his sandal." This took place in Bethany across the Jordan where John was baptizing.

Priest The Gospel of the Lord.

People **Praise to you, Lord Christ.**

1. I, the Lord of sea and sky, I have heard my
 2. I, the Lord of snow and rain, I have borne my
 3. I, the Lord of wind and flame, I will tend the

peo - ple cry, All who dwell in dark and sin
 peo - ple's pain. I have wept for love of them.
 poor and lame. I will set a feast for them.

My hand will save. I who made the
 They turn a - way. I will break their
 My hand will save. Fin - est bread I

stars of night, I will make their dark - ness bright.
 hearts of stone, Give them hearts for love a - lone.
 will pro - vide Till their hearts be sat - is - fied.

Who will bear my light to them? Whom shall I send?
 I will speak my word to them. Whom shall I send?
 I will give my life to them. Whom shall I send?

Refrain
 Here I am, Lord. Is it I, Lord? I have heard you
 call - ing in the night. I will go, Lord, if you
 lead me. I will hold your peo - ple in my heart.

Text: Isaiah 6; Dan Schutte, b.1947
 Tune: Dan Schutte, b.1947; arr. by Michael Pope, SJ, and John Weissrock
 © 1981, OCP Publications

CONFIRMATION

Presentation and Examination of Candidates

The Bishop: The Candidates will now be presented.

Presenter I present these persons for Confirmation or Reception.

The Bishop asks the candidates:

Do you reaffirm your renunciation of evil?

Candidates: **I do.**

Bishop: Do you renew your commitment to Jesus Christ?

Candidates: **I do, and with God's grace I will follow him as my Savior and Lord.**

After all have been presented, the Bishop addresses the congregation, saying

Will you who witness these vows do all in your power to support these persons in their life in Christ?

People: **We will.**

The Bishop then says:

Let us join with those who are committing themselves to Christ and renew our own baptismal covenant.

The Baptismal Covenant

Bishop: Do you believe in God the Father?

People: **I believe in God, the Father almighty, creator of heaven and earth.**

Bishop: Do you believe in Jesus Christ, the Son of God?

People: **I believe in Jesus Christ, his only Son, our Lord.**

He was conceived by the power of the Holy Spirit and born of the Virgin Mary.

He suffered under Pontius Pilate, was crucified, died, and was buried.

He descended to the dead.

On the third day he rose again.

He ascended into heaven,

and is seated at the right hand of the Father.

He will come again to judge the living and the dead.

Bishop: Do you believe in God the Holy Spirit?

People: **I believe in the Holy Spirit, the holy catholic Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting.**

Bishop: Will you continue in the apostles' teaching and fellowship, in the breaking of bread, and in the prayers?

People: **I will, with God's help.**

Bishop: Will you persevere in resisting evil, and, whenever you fall into sin, repent and return to the Lord?

People: **I will, with God's help.**

Bishop: Will you proclaim by word and example the Good News of God in Christ?

People: **I will, with God's help.**

Bishop: Will you seek and serve Christ in all persons, loving your neighbor as yourself?

People: **I will, with God's help.**

Bishop: Will you strive for justice and peace among all people, and respect the dignity of every human being?

People: **I will, with God's help.**

The Prayers for the Candidates

Let us join with those who are committing themselves to Christ and renew own baptismal covenant.

The lay reader leads the following petitions

Deliver them, O Lord, from the way of sin and death.

Lord, hear our prayer.

Open their hearts to your grace and truth.

Lord, hear our prayer.

Fill them with your holy and life-giving Spirit.

Lord, hear our prayer.

Keep them in the faith and communion of your holy Church.

Lord, hear our prayer.

Teach them to love others in the power of the Spirit.

Lord, hear our prayer.

Send them into the world in witness to your love.

Lord, hear our prayer.

Bring them to the fullness of your peace and glory.

Lord, hear our prayer.

A period of silence follows:

Then the Bishop says

Almighty God, we thank you that by the death and resurrection of your Son Jesus Christ you have overcome sin and brought us to yourself, and that by the sealing of your Holy Spirit you have bound us to your service. Renew in these your servants the covenant you made with them at their Baptism. Send them forth in the power of that Spirit to perform the service you set before them. And give the members of this Church always the wisdom, grace, and courage to do the work you have given us to do, to love and serve you, through Jesus Christ your Son our Lord, who lives and reigns with you and the Holy Spirit, one God, now and for ever. ***Amen.***

The Bishop lays hands upon each one and prays.

The Bishop concludes with this prayer

Almighty and everliving God, let your fatherly hand ever be over these your servants; let your Holy Spirit ever be with them; and so lead them in the knowledge and obedience of your Word, that they may serve you in this life, and dwell with you in the life to come; through Jesus Christ our Lord. ***Amen.***

The Peace

Celebrant The peace of the Lord be always with you.

People ***And also with you.***

Announcements

The Holy Communion

Offertory Anthem:

In Night's Dim Shadows Lying

Words: C. Coffin (1676-1749),
Music by Kath. Gesangbuch,
Arr. George Guest

Joanna Burrell and Matthew McCawley, soloists

*In night's dim shadows lying, our limbs fast locked in sleep,
to thee with faithful sighing, our souls their vigil keep.*

*Desire of ev'ry nation, hear, Lord, our piteous cry,
thou Word the world's salvation, uplift us where we lie.*

*Lord, be thine Advent hasten'd lest sin thy people mar,
the gates which Adam fasten'd, the gates of heav'n unbar.*

*Son, to thine endless merit, Redeemer, Savior, Friend,
with God and Holy Spirit be praises without end.*

Hymn 72

Hark! the glad sound! the Savior comes

Richmond

Adesunt

4 Our glad ho - san - nas, Prince of Peace, thy wel - come

1 Hark! the glad sound! the Sa - vior comes, the Sa - vior
2 He comes, the pris - oners to re - lease in Sa - tan's
3 He comes, the bro - ken heart to bind, the bleed - ing
4 Our glad ho - san - nas, Prince of Peace, thy wel - come

shall pro - claim; and heaven's e - ter - nal

prom - ised long; let ev - ery heart pre -
bond - age held; the gates of brass be -
soul to cure; and with the trea - sures
shall pro - claim; and heaven's e - ter - nal

arch - es ring with thy be - lov - ed Name.

pare a throne, and ev - ery voice a song.
fore him burst, the i - ron fet - ters yield.
of his grace to en - rich the hum - ble poor.
arch - es ring with thy be - lov - ed Name.

The Great Thanksgiving Eucharistic Prayer B

Celebrant The Lord be with you.

People **And also with you.**

Celebrant Lift up your hearts.

People **We lift them to the Lord.**

Celebrant Let us give thanks to the Lord our God.

People **It is right to give God thanks and praise.**

Celebrant

It is right, and a good and joyful thing, always and everywhere to give thanks to you, Father Almighty, Creator of heaven and earth, because you sent your beloved Son to redeem us from sin and death, and to make us heirs in him of everlasting life; that when he shall come again in power and great triumph to judge the world, we may without shame or fear rejoice to behold his appearing.

Therefore we praise you, joining our voices with Angels and Archangels and with all the company of heaven, who for ever sing this hymn to proclaim the glory of your Name:

Sanctus S.127

Holy, holy, holy Lord

Ho - ly, ho - ly, ho - ly Lord, God of
pow - er and might, — hea - ven and earth are full of your
glo - ry. Ho - san - na in the high -
est. Bless - ed is he who comes in the name of the
Lord. Ho - san - na in the high - est. —

Music: Calvin Hampton (1938-1984). Copyright © Inter-Lutheran Commission on Worship. Used by permission of Augsburg Fortress.

We give thanks to you, O God, for the goodness and love which you have made known to us in creation; in the calling of Israel to be your people; in your Word spoken through the prophets; and above all in the Word made flesh, Jesus, your Son. For in these last days you sent him to be incarnate from the Virgin Mary, to be the Savior and Redeemer of the world. In him, you have delivered us from evil and made us worthy to stand before you. In him, you have brought us out of error into truth, out of sin into righteousness, out of death into life.

On the night before he died for us, our Lord Jesus Christ took bread; and when he had given thanks to you, he broke it, and gave it to his disciples, and said, "Take, eat: This is my Body, which is given for you. Do this for the remembrance of me."

After supper, he took the cup of wine; and when he had given thanks, he gave it to them, and said, "Drink this, all of you: This is my Blood of the new Covenant, which is shed for you and for all for the forgiveness of sins. Whenever you drink it, do this for the remembrance of me."

Therefore, according to his command, O Father,

We remember his death,

We proclaim his resurrection,

We await his coming in glory;

The Celebrant continues

And we offer our sacrifice of praise and thanksgiving to you, O Lord of all; presenting to you, from your creation, this bread and this wine.

We pray you, gracious God, to send your Holy Spirit upon these gifts that they may be the Sacrament of the Body of Christ and his Blood of the new Covenant. Unite us to your Son in his sacrifice, that we may be acceptable through him, being sanctified by the Holy Spirit. In the fullness of time, put all things in subjection under your Christ, and bring us to that heavenly country where, with Mary, Dunstan, and all your saints, we may enter the everlasting heritage of your sons and daughters; through Jesus Christ our Lord, the firstborn of all creation, the head of the Church, and the author of our salvation.

By him, and with him, and in him, in the unity of the Holy Spirit all honor and glory is yours, Almighty Father, now and for ever. **AMEN.**

As our Savior Christ has taught us, we now pray,

The Lord's Prayer

Our Father in heaven, hallowed be your Name,

your kingdom come, your will be done, on earth as in heaven.

Give us today our daily bread.

Forgive us our sins as we forgive those who sin against us.

Save us from the time of trial, and deliver us from evil.

For the kingdom, the power, and the glory are yours, now and for ever. Amen.

The Breaking of the Bread: Fraction Anthem

Greenland

Our hope and ex-pec - ta - tion, O Je- sus, now ap - pear; a - rise, thou Sun so
longed for, a - bove this dark-ened sphere! With hearts and hands up - lift - ed, we
plead, O Lord, to see the day of earth's re-demp-tion, and ev - er be with thee!

The Communion of the People *All people are invited to receive Communion.*

Communion Anthem

“He Shall Feed His Flock Like a Shepard”

From G.F. Handel’s *Messiah*

Joanna Burrell, soloist

*He shall feed His flock like a shepherd; and He shall gather the lambs,
With His arm, and carry them in His bosom, and gently lead those that are with young,
Come unto Him, all ye that labour, come unto Him that are heavy laden,
And He will give you rest. Take His yoke upon you, and learn of Him,
For He is meek and lowly of heart, and ye shall find rest unto your souls.*

Isaiah 40:11, Matthew 11:28-29

Prayer after Communion *Celebrant and People*

Jesus, Lord of both the light and the darkness, send your Holy Spirit upon our preparations for Christmas.
We, who have so much to do, seek quiet spaces to hear your voice each day.
We, who are anxious over many things, look forward to your coming among us.
We, who are blessed in so many ways, long for the complete joy of your kingdom.
We, whose hearts are heavy, seek the joy of your presence.
We are your people, walking in darkness, yet seeking the light.
To you we say, "Come Lord Jesus!" Amen.

Recessional Hymn 65

Prepare the way, O Zion

Bereden väg för Herran



1 Pre - pare the way, O Zi - on, your Christ is draw - ing near!
2 He brings God's rule, O Zi - on; he comes from heaven a - bove.
3 Fling wide your gates, O Zi - on; your Sa - vior's rule em - brace.



Let ev - ery hill and val - ley a lev - el way ap - pear.
His rule is peace and free - dom, and jus - tice, truth, and love.
His tid - ings of sal - va - tion pro - claim in ev - ery place.



Greet One who comes in glo - ry, fore - told in sa - cred sto - ry.
Lift high your praise re - sound - ing, for grace and joy a - bound - ing.
All lands will bow be - fore him, their voic - es will a - dore him.



Refrain
Oh, blest is Christ that came in God's most ho - ly name.

Words: Frans Mikael Franzen (1772-1847); tr. composite; adapt. Charles P. Price (1920-1999). Copyright © 1982, Charles P. Price. Music: *Bereden väg för Herran*, melody from *Then Svenska Psalmboken*, 1697; harm. *Koralbok för Svenska Kyrkan*, 1939, alt.

The Dismissal

Response

Thanks be to God.

Postlude

"Watchman, Tell Us of the Night"

Aberystwyth, by Joseph Parry

Arr. Mark Hayes

The non-designated offering today goes to the Bishop's Discretionary Fund.

Special prayers for our confirmands:

Eddie Belgard

Garrett Wilson

Emma Blair

Joseph Gaul

Happy Birthday

Susie Throop December 20 Tom Harney December 21 Lucas Camara December 22

Prayers

Parishioners: Gavin Wilson; Pat Berman; Lee Morris; Mimi Doctor; Rhea Hannah; Penny France; Suzanne Van de Mark; Eileen Zimmer; Priscilla Davis; and John Floyd.

Family: Karen, sister of Steve Hauser; **Joyce Emmons**, cousin, Elizabeth Wong Mark; **Jenny Richard, Diego and Kaira Sanchez**, family of Brenda Patten and Andrea Patten-Weerakoon; **Dan Westphal**, father of Lori; **Rosanne Falcone**, cousin of Deborah Reece; **Kohen Blair**, nephew of Emma Blair and **Allen Blair** and **Kelsey Miles**, his parents; **Sergio Whyte**, brother-in-law of Bessie Holland; **Diana Jacinto**, daughter in-law, and **Aaron Atkinson**, family of Bob Longino; **Antoinette Watts**, sister of Marshall Kress; **Jessica LeClaire**, sister of Sara Thornton; **Nancy Moore**, family of Mary Jane Hannah; **Bill Fields**, brother of Nancy Dillon; **Pamela V. Bowers**, sister of Suzanne Van de Mark; **Katy Greenawalt**, sister of Lee Morris; **Jack & Linda Mobley** and **Vincent Lafitte**, family of Daria Jones & Bruce Lafitte; **Clare Richardson**, sister-in-law of Penny France; **Tiffany Lucas**, niece, **Linda Johnson**, sister of Vivian Siggers; **Deborah Ellis-Williams**, mother of Jackie O’Connell; **Priscilla Williams**, sister of Bessie Holland; **Jeannette Davis**, sister-in-law of Priscilla Davis; **Mary Jane Hobbs**, sister of Sara Thomas; **Barbara Martello**, niece of Mimi Gold; **Deni Omundson & Gary Dorsey, Sydney Cortez & Family**, relatives of Jeanne & Josh Taylor.

Friends: Daniel Or, (Elizabeth Wong Mark); **Lauren Sullivan**, (Andrea Patten-Weerakoon); **Kisasi and Shazi Ramses, Pete Libby, Steve Murray**, (Bob Longino); **Karen Graham**, (Toby & Cathy Raper); **Syukur Junus & Sharifah Idris**, (St. Dunstan’s New Pathways Family); **Lars Olsson, Bruce Kenney, Michael Stratton**, (Robertson Family); **Madison Fucita & Family; K.C. Williams, Thomas Futch, Lisa Ridges, Bill Whitte, Tony Rozen, Amanda Ippolito & Family, Rose Faison, Mary Jane Graff, Anne Henry, Tim Embry**, (Priscilla Davis); **Darrel Hartman, Norma Clahar, Nancy Domer**, (Paul Zimmer); **Martha, Angela & sons, Bonnie Lutz, Walter Buchanan, Pat Buffington**, (Rhea Hannah); **Ron Hand, John and Brian Birchall** and **Alyssa Volpe; Abigail Ludwig** (Lindsey Reece); **Jackie Quinn, Loretta Roberts, Benjamin Banas**, (Cathy Leake); **Bob Laney** (Bob Wolfson); **Jennifer Pern; Sherrel Howard**, (Mimi Gold); **Cindy Hind**, (Fair Sutherland); and **Sandy Jusak, Michellene Tipton, Joshua Dowd, Debbie Bogard, James Bogard**, (Jeanne and Josh Taylor).

We pray for those have died.

We give thanks for our parish community, especially to our new confirmands: **Eddie Belgard, Emma Blair & Garrett Wilson**, and **Joe Gaul**.

Ministry Schedule

	DEC 17 th 3 rd Sunday of Advent	DEC 24 th 4 th Sunday of Advent
Vestry on Duty	Ralph Paulk	Suzanne Johnson
Lay Reader: 10 am	-----	Alexander Pierre
Lay Reader: 10:45 am	Lynn Hood	-----
Lector 1 st Lesson	Marshall Kress	Elizabeth Wong Mark
Lector 2 nd Lesson	Sandra Dobbs	Suzanne Johnson
Ushers / Greeters	Gwen McAlpine / Paul Zimmer	Ralph Paulk
Altar Guild	Marshall / Mary Jane	Marshall / Elizabeth / Mary Jane / Ralph / Cathy
Flower Guild	Kate Gaul / Nancy Dillon	Kate / Claudia / Donna
Coffee Hour Hosts	FESTIVE POTLUCK - EVERYONE	No Coffee Hour

Upcoming Schedule of Services

- December 24th** 4th Sunday of Advent - One Service at 10 a.m.
Christmas Eve - Music begins at 4:45 p.m.
- December 25th** Christmas Day - One Service at 10 a.m.
- December 31st** 1st Sunday after Christmas - One Service at 10 a.m.
Christmas Lessons & Carols
- January 7th** 1st Sunday after the Epiphany - One Service at 10 a.m.
- January 14th** 2nd Sunday after the Epiphany - Services at 8:30 & 10:45

Announcements

Our website is in the process of being updated. One of the new things is a tab for **Volunteer Sign Up**. The links below are also listed there. Other things will be listed as the needs arise. If you haven't been to our website in a while take a look. Most of the people who walk through our doors for the first time do so because they have found our site online. There are a few more changes coming soon. www.stdunstan.net

We are helping our refugee family from Myanmar, **Syukur Junus & Sharifah Idris**, set up their household.

Refugee family: <https://www.signupgenius.com/go/10C0E4FACAA28AA8-45132368-stdunstans>

Our Altar Guild is in much need of additional members. I've always thought of this ministry as special, one where we act as hosts, preparing and setting the table for the Lord's supper, and well, cleanup. There is some training involved, but through the holiday season there are some group activities to test the waters. To see how our regular volunteer schedule is, check it out, or for more information, ask Elizabeth Wong Mark or Marshall Kress.

Altar Guild: <https://www.signupgenius.com/go/10C0E4FACAA28AA8-stdunstans>

Vestry 2023 – 2024

Bob Longino, Sr. Warden; Vivian Siggers, Jr. Warden;
Lynn Hood; Wayne Hood; Susie Throop;
Kate Gaul; Suzanne Johnson; Andrea Patten-Weerakoon; Ralph Paulk

The Reverend Patricia Templeton, Rector

The Reverend Maggie Harney, Priest Associate
Cameron Carey, Parish Musician
Claudia Gimson, Parish Administrator
Rhea Hannah, Volunteer Administrative Assistant