



HOLY TRINITY CATHEDRAL

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PARISH BULLETIN

Come and worship with us!

CELEBRATION OF THE HOLY EUCHARIST

SATURDAYS: 5:00PM | SUNDAY MORNING: 6:00AM & 8:00AM

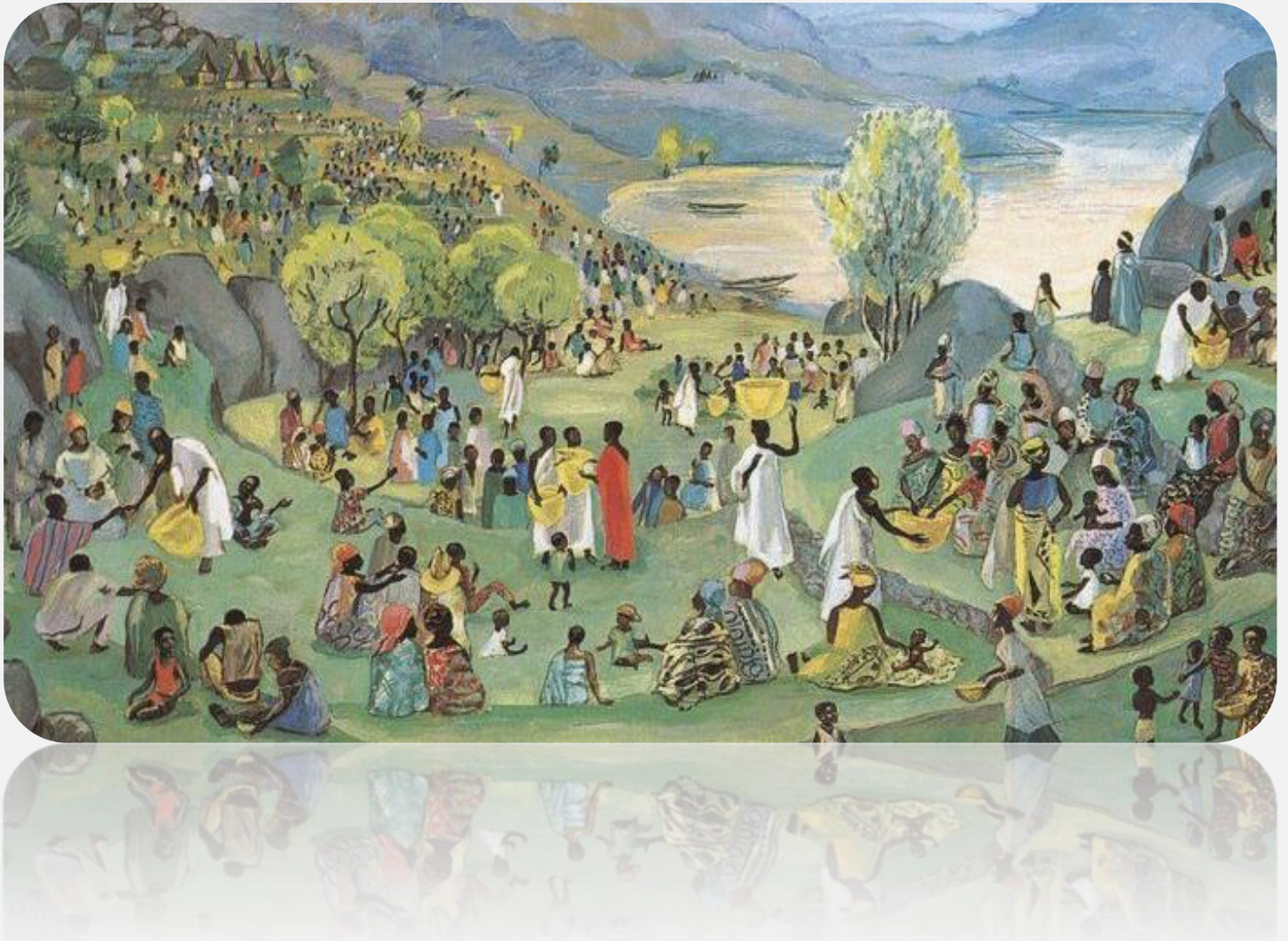
FAMILY SERVICE

LAST SUNDAY OF THE MONTH: 11:00AM

**TENTH SUNDAY AFTER PENTECOST
PROPER XIII**

**SATURDAY AUG 1, 2026 -5:00PM
SUNDAY AUG 2, 2026 – 6:00AM & 8:00AM
YEAR A**

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ORDER OF SERVICE

Introit Hymn:	<i>By these let all men know</i>	CPWI # 543
Opening Sentence:		BCP, 100
The Invocation & Collect for Purity		BCP, 101
Kyrie and Gloria		BCP, 102
The Collect: African Emancipation Day		<i>bulletin</i>

THE MINISTRY OF THE WORD

The First Lesson:	Exodus 6: 2 – 13	
Psalm	114	BCP, 621
The Epistle:	Philemon 8 – 21	
The Sequence Hymn:	<i>God's Spirit is in my heart</i>	O&N # 231
The Gospel:	Luke 4: 16 – 19	
The Sermon		
The Creed		BCP, 104
The Intercession:	A.C.M.S.	<i>bulletin</i>
Act of Penitence:	Form A	BCP, 123
The Greeting of Peace:	Form A	BCP, 124

THE PRESENTATION OF THE OFFERINGS

The Offertory Hymns:	<i>(5:00 pm) When Israel was in Egypt's land</i>	CPWI # 548
	<i>(6:00 and 8:00 am) Oh, Freedom!</i>	CPWI # 558
	<i>(6:00 and 8:00 am) Lift every voice and sing</i>	CPWI # 554
The Offertory Prayer:	Form A	BCP, 126
The Doxology		

THE EUCHARIST

Proper Preface:	Emancipation	<i>bulletin</i>
The Eucharistic Prayer:	Emancipation	<i>bulletin</i>
The Distribution of Holy Communion:		
	<i>(5:00 pm) We shall overcome</i>	CPWI # 559
	<i>(6:00 and 8:00 am) By the rivers of Babylon</i>	CPWI # 544
	<i>(6:00 and 8:00 am) When Israel was in Egypt's land</i>	CPWI # 548
The Post-Communion Prayer		BCP, 148

THE DISMISSAL

The Final Blessing		BCP, 150
Notices & Announcements		<i>bulletin</i>
Recessional Hymn:	<i>Lord, the light of Your love (5:00 pm)</i>	CPWI # 529
	<i>We are marching in the light of God (6:00 and 8:00 am)</i>	CB # 82

NB: The proper preface and Eucharistic Prayer used in today's worship was written by The Rev. Canon Dr. Stephen Fields (retired priest), as part of his Bob Marley Mass.

THE PREPARATION

INTROIT HYMN: CPWI # 543

By these let all men know

By these let all men know I am a man,
and all things human are akin to me;
one blood I share with all the sons of men;
one mind directs, one spirit moves us all.

No shame I know of lesser breed or hue
but claim my birthright, said the Pongo man;
an heir to freedom and unmeasured lands
I join the hunt for lions' hides or game.

But one day cruel men from Europe's shores
to Africa for human cargoes came:
they roamed our forests with their guns and nets,
they caught or bought their fellow men as slaves.

Like souls who taste the miseries of hell
the slaves in chains lay in dark filthy holds
of storm-tossed ships that sailed for endless months
across Atlantic Ocean's thousand leagues.

The 'Middle Passage' claimed more than its share
of tortured captives driven to despair
who died beneath the cruel captor's whip
or sought their freedom in an ocean grave.

Uprooted from their homeland, Africa,
the sad survivors, hopeless exiles, came
to strike new roots in Caribbean Isles,
and working for a new and better life.

OPENING SENTENCES: *The Lord sets the prisoners free, opens the eyes of the blind and lifts up those who are bowed down. Psalm 146:7*

PRESIDENT: Blessed be God: Father, Son and Holy Spirit. Alleluia! Alleluia!

ALL: And blessed be His Kingdom, now and forever. Amen. Alleluia! Alleluia!

COLLECT FOR PURITY: Almighty God, to you all hearts are open, all desires known, and from you no secrets are hid: cleanse the thoughts of our hearts by the inspiration of your Holy Spirit, that we may perfectly love you, and worthily magnify your Holy Name, through Christ our Lord. AMEN.

THE KYRIE:

Lord, have mercy.

Lord, have mercy.

Christ, have mercy.

Christ, have mercy.

Lord, have mercy.

Lord, have mercy.

THE GLORIA: Glory to God in the highest, and peace to His people on earth. Lord God, heavenly King, almighty God and Father, we worship you, we give you thanks, we praise you for your glory. Lord Jesus Christ, only Son of the Father, Lord God, Lamb of God, you take away the sin of the world: have mercy on us; you are seated at the right hand of the Father: receive our prayer. For you alone are the Holy One; you alone are the Lord: you alone are the Most High, Jesus Christ, with the Holy Spirit, in the glory of God the Father. Amen.

THE COLLECT FOR AFRICAN EMANCIPATION DAY: Liberating God, whose service is perfect freedom, Who delivered your people Israel from slavery in Egypt; we thank You for delivering the people of these lands out of enslavement into freedom; and we pray that by Your help we will preserve our freedom, respect and defend the freedom of others, through Him by Whom we are made free, Your Son Jesus Christ, who lives and reigns with you and the Holy Spirit, one God forever and ever. *Amen.*

THE COLLECT FOR TENTH SUNDAY AFTER PENTECOST – PROPER XIII: Let your continual mercy, O Lord, cleanse and defend your Church; and, because it cannot continue in safety without your help, protect and govern it always by your goodness; through Jesus Christ our Lord, who lives and reigns with you and the Holy Spirit, one God, for ever and ever. *Amen.*

THE MINISTRY OF THE WORD
(The congregation sits for the readings)

THE FIRST READING: Exodus 6: 2 – 13

A reading from the word of God written in Exodus

5:00PM ANN NILES

6:00AM BRENDA MC CLEAN-TAYLOR

8:00AM PHAEDRA PIERRE

God also said to Moses, “I am the Lord. I appeared to Abraham, to Isaac and to Jacob as God Almighty,[a] but by my name the Lord[b] I did not make myself fully known to them. I also established my covenant with them to give them the land of Canaan, where they resided as foreigners. Moreover, I have heard the groaning of the Israelites, whom the Egyptians are enslaving, and I have remembered my covenant. “Therefore, say to the Israelites: ‘I am the Lord, and I will bring you out from under the yoke of the Egyptians. I will free you from being slaves to them, and I will redeem you with an outstretched arm and with mighty acts of judgment. I will take you as my own people, and I will be your God. Then you will know that I am the Lord your God, who brought you out from under the yoke of the Egyptians. And I will bring you to the land I swore with uplifted hand to give to Abraham, to Isaac and to Jacob. I will give it to you as a possession. I am the Lord.’” Moses reported this to the Israelites, but they did not listen to him because of their discouragement and harsh labor. Then the Lord said to Moses, “Go, tell Pharaoh king of Egypt to let the Israelites go out of his country.” But Moses said to the Lord, “If the Israelites will not listen to me, why would Pharaoh listen to me, since I speak with faltering lips[c]?” Now the Lord spoke to Moses and Aaron about the Israelites and Pharaoh king of Egypt, and he commanded them to bring the Israelites out of Egypt.

Reader: The Word of the Lord

All: Thanks be to God

PSALM 114

BCP, 621

1. Hallelujah! When Israel came out of Egypt, * the house of Jacob from a people of strange speech,
2. Judah became God's sanctuary* and Israel his dominion.
3. The sea beheld it and fled;* Jordan turned and went back.
4. The mountains skipped like rams, * and the little hills like young sheep.
5. What ailed you, O sea, that you fled?* O Jordan, that you turned back?
6. You mountains, that you skipped like rams?* you little hills like young sheep?
7. Tremble, O earth, at the presence of the Lord, * at the presence of the God of Jacob,
8. Who turned the hard rock into a pool of water* and flint stone into a flowing spring.

THE EPISTLE: Philemon 8 – 21

A reading from the word of God written in the Letter of Paul to Philemon

5:00PM AYINKA NURSE-CARRINGTON

6:00AM BEVERLY CHASE

8:00AM A.C.M.S. REP

Therefore, although in Christ I could be bold and order you to do what you ought to do, yet I prefer to appeal to you on the basis of love. It is as none other than Paul—an old man and now also a prisoner of Christ Jesus—that I appeal to you for my son Onesimus,[a] who became my son while I was in chains. Formerly he was useless to you, but now he has become useful both to you and to me. I am sending him—who is my very heart—back to you. I would have liked to keep him with me so that he could take your place in helping me while I am in chains for the gospel. But I did not

want to do anything without your consent, so that any favour you do would not seem forced but would be voluntary. Perhaps the reason he was separated from you for a little while was that you might have him back forever— no longer as a slave, but better than a slave, as a dear brother. He is very dear to me but even dearer to you, both as a fellow man and as a brother in the Lord. ¹⁷ So if you consider me a partner, welcome him as you would welcome me. If he has done you any wrong or owes you anything, charge it to me. I, Paul, am writing this with my own hand. I will pay it back—not to mention that you owe me your very self. I do wish, brother, that I may have some benefit from you in the Lord; refresh my heart in Christ. Confident of your obedience, I write to you, knowing that you will do even more than I ask.

Reader: The Word of the Lord

All: Thanks be to God

The congregation stands for the sequence hymn

Sequence Hymn: O&N # 231 God's Spirit is in my heart

God's Spirit is in my heart.
He has called me and set me apart.
This is what I have to do,
what I have to do.

Just as the Father sent me,
so I'm sending you out to be
my witnesses throughout the world,
the whole of the world.

*He sent me to give
the Good News to the poor,
tell pris'ners that they are pris'ners no more,
sell blind people that they can see,
and set the down trodden free,
and go tell ev'ry one the news
that the kingdom of God has come,
and go tell ev'ryone the news
that God's kingdom has come.*

Don't carry a load in your pack,
you don't need two shirts on your back.
A workman can earn his own keep,
can earn his own keep.

Don't worry what you have to say,
don't worry because on that day
God's Spirit will speak in your heart,
will speak in your heart.

GOSPEL ACCLAMATION: THE ALLELUIA CHORUS

ALL stand for the Gospel

THE GOSPEL: Luke 4: 16 – 19

A reading from the Holy Gospel according to Luke

He went to Nazareth, where he had been brought up, and on the Sabbath day he went into the synagogue, as was his custom. He stood up to read, and the scroll of the prophet Isaiah was handed to him. Unrolling it, he found the place where it is written: "The Spirit of the Lord is on me, because he has anointed me to proclaim good news to the poor. He has sent me to proclaim freedom for the prisoners and recovery of sight for the blind, to set the oppressed free, to proclaim the year of the Lord's favour."[a].

Reader: The Gospel of Christ

All: Praise to Christ our Lord

SAN LUCAS 4: 16 – 19

Fue a Nazaret, donde se había criado, y un sábado entró en la sinagoga, como era su costumbre. Se levantó para hacer la lectura y le entregaron el libro del profeta Isaías. Al desenrollarlo, encontró el lugar donde estaba escrito: «El Espíritu del Señor está sobre mí, por cuanto me ha ungido para anunciar buenas noticias a los pobres. Me ha enviado a proclamar libertad a los cautivos y dar vista a los ciegos, a poner en libertad a los oprimidos, a pregonar el año del favor del Señor».

El Evangelio del Señor.

Todos: Te alabamos, Cristo Señor.

THE SERMON

THE NICENE CREED

BCP, 104

We believe in one God, the Father, the Almighty, maker of heaven and earth, of all that is seen or unseen. We believe in one Lord, Jesus Christ, the only Son of God, eternally begotten of the Father, God from God, Light from Light, true God from true God, begotten, not made, one in Being with the Father. Through Him all things were made. For us and for our salvation He came down from heaven: by the power of the Holy Spirit He was born of the Virgin Mary, and became man. For our sake He was crucified under Pontius Pilate; He suffered, died and was buried. On the third day He rose again in fulfillment of the Scriptures; He ascended into heaven and is seated at the right hand of the Father. He will come again in glory to judge the living and the dead, and His kingdom will have no end. We believe in the Holy Spirit, the Lord, the giver of life, who proceeds from the Father. With the Father and the Son He is worshipped and glorified. He has spoken through the Prophets. We believe in one holy catholic and apostolic church. We acknowledge one baptism for the forgiveness of sins. We look for the resurrection of the dead and the life of the world to come. Amen

We Pray For:

THE ANGLICAN COMMUNION: The Right Reverend & Right Honourable Dame Sarah Mullally, Archbishop of Canterbury and The Church of the Province of Uganda.

THE PROVINCE: The Most Reverend Philip Wright, Archbishop and The Diocese of Trinidad and Tobago, The Rt. Rev Claude Berkley, Diocesan Bishop.

THE DIOCESE: The Parish of All Saints, Newtown, The Rev Canon Richard Jacob, rector, The Rev Fr Hakim Mark, assistant curate, The Rev Eric Drew, deacon. Bishop Anstey High School, Bishop's Centenary College, St. Ursula's Girls Anglican Primary School and Diocesan Seminarians: Maia Williams, Tishonne Francis, and Stephen Jones.

THE PARISH: The Clergy, the Vestry, A.C.M.S., schools and communities within our parish boundaries, the City Corporation, and the Mayor of Port of Spain.

THANKSGIVINGS AND ANNIVERSARIES:

Birthdays: Victoria Woods, Winifred Craigwell, Brennon Vergil, Carlos Taylor, and Charmaine John

Confirmation: Khalil Sadlow, Shayne Forde, Jaheim Bacchus, and Antonio Browne

Marriage: Brenda & Carlos Taylor

Recently Departed: Elise Grant.

Anniversary of Death: Margaret Stewart 16th, Michael Benito 14th, Monica Gulston 10th, Janice Cipriani 8th, and Edgric Cox 6th. May they rest in peace

INTERCESSORY PRAYERS:

A.C.M.S.

BCP, 108

5:00PM HAZEL GUISEPPI

6:00AM ANNETTE KELLMAN

8:00AM A.C.M.S. REP

Leader: Let us pray for the peace of the world, peace in the hearts of mankind, peace and stability among the nations of the world, and our sick and homebound. *Silence.*

V – Lord in your mercy. **R – Hear our prayer.**

Leader: For the Holy Catholic and Apostolic Church of Christ throughout the world, for its unity in witness and service. Grant that people everywhere may seek and find you, Lord, and bring the nation under your fold. Pour out your spirit upon all flesh and hasten the coming of your kingdom. *Silence.*

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V – Lord in your mercy. **R – Hear our prayer.**

Leader: For Philip our Archbishop, Claude our Diocesan Bishop, Clive and Calvin, our Retired Diocesan Bishops, all our Priests, Deacons, and all Lay Ministers in the Diocese. May they faithfully fulfil the duties of their ministry, build up your Church and glorify your name. **Silence.**

V – Lord in your mercy. **R – Hear our Prayer.**

Leader: Inspire, O Lord, those who form themselves into organisations within your body – the Church (The Mothers' Union, the ACMS and other groups). Grant, that bound together in love and obedience, they may work for the extension of your kingdom on earth. **Silence.**

V – Lord in your mercy. **R – Hear our Prayer.**

Leader: Father, we pray for our nation, the Executive (The President), The Legislature (The Upper and Lower Houses of Parliament: The Prime Minister and her Cabinet, Members of Parliament, The Opposition and Senators), The Judiciary (The Chief Justice, Judges, Magistrates, Lawyers, and paralegals). By God's help, may they administer justice, peace and honour to one another and serve the common good. **Silence.**

V – Lord in your mercy. **R – Hear our Prayer.**

Leader: Father, we pray for all places of education and learning, for all promoting and fostering education in pre-schools, primary schools, secondary schools, vocational schools and tertiary institutions. May all who teach and all who learn be set free from anything that is false or evil, and, finding truth, may learn to use it for the good of mankind and glory of God. **Silence.**

V – Lord in your mercy. **R – Hear our prayer.**

Leader: Gracious God, the comfort of all who sorrow, the strength of all who suffer, hear the cry of those who are in misery and need. In their affliction show them your mercy and give us the strength to serve them for the sake of Him who suffered for us. **Silence.**

V – Lord in your mercy. **R – Hear our prayer.**

Leader: Let us commit ourselves to God and pray for the grace of a Holy life that all who have departed this life and have died in the peace of Christ, may be accounted worthy to enter into the fullness of the joy of our Lord and receive the crown of life on the day of resurrection. **Silence.**

V – Lord in your mercy. **R – Hear our prayer.**

A period of silence may be kept.

A.C.M.S. PRAYER

O Almighty God, who hast called us to thy service in the fellowship of thy Holy Church; Bless we beseech thee, the Anglican Church Men's Society in all its Branches. Make all our members sound in faith and Holy in life; bestow upon us the Spirit of prayer and supplication; grant us by love to serve one another; and perfect in us that good work thou hast begun; through Jesus Christ our Lord. **Amen.**

PRAYER FOR RESTORATION: Heavenly Father, you hear the call of sinners who turn to you seeking to do your will; Look with gracious love and compassion on all who seek and work towards the restoration of this house of prayer. Send your Holy Spirit to help fix our attention, not on things seen, but on things that are unseen. May we become as living stones and let ourselves be used in building the spiritual temple where we will serve as a royal priesthood, a holy nation to offer acceptable sacrifices to God through Jesus Christ our Lord. **Amen.**

PRAYER FOR THE SICK: Heavenly Father, giver of life and health, comfort and relieve your sick servants and give your power of healing to those who minister to their needs. We pray that those for whom our prayers are offered may be strengthened in their weakness and have confidence in your loving care and experience your healing grace; through Jesus Christ our Lord who lives and reigns with you and the Holy Spirit, One God, now and forever. *Amen.*

ALL: Accept our prayers and intercessions, Father, according to your wisdom, for the sake of your Son, Jesus Christ. Amen.

THE SICK, HOMEBOUND, THE DISTRESSED OR THOSE IN TROUBLE

Amryl Kellar	Gertrude Roberts	Valarie Baptiste
Alona Edwards	Ernest Motley	Yvonne Davis
Angela Sealy	Gordon Howell	Lorna Dowers
Arlene St. Louis	Gregory Bailey	Lorna Skinner
Barbara Brereton	Greta Julien	Lovetta Brizan
Barbara Hull	Yolanda Drayton	Marlene Jacob
Bernice Felix	Wesley Phillip	Mertie Dash
Brendon Taylor	Jean Cadogan	Francis Joseph
Carole Clyne	Jenifer Dick	Mr. & Mrs. Doyle
Celia Jack	Jennifer Francis	Myrtle Gomes
Che Bernard	Julianna Amarali	Neila Tidd
Christine Davis	Keith Dick	Nolder Pierre
David Thomas	Kizzy David	Yolande Gooding
Doreen Bayley	Sylma Smith	Akesha Edwards
Eastlyn Brathwaite	The Rev Canon Ronald Branche	Mona Charles
Eileen Alphonse	Ulric Munroe	Norma James
Eileen Cuffy	Pearl Darmanie	Olga Went
Eileen Staple	Reomero Roopsingh	Otis Boxhill
Esmie Bruce	Rev. Cheryl Mottley	Simone Bailey
Esther Marie Jones-Moore	Patricia Thomas-Williams	Norma Lewis
Florencia Maharaj	Wendell John	Franklyn Edwards
Suresh Balliram	Gemma Balliram	Jemma Carrabon

THE ACT OF PENITENCE

PRESIDENT: If we say we have no sin, we deceive ourselves, and the truth is not in us. If we confess our sins, God is faithful and just, and will forgive our sins, and cleanse us from all unrighteousness.

A period of silence shall be kept.

PRESIDENT: Let us therefore confess our sins.

FORM A

BCP, 123

Almighty God, our Heavenly Father, we have sinned against you and one another, in thought, word and deed, and in what we have left undone. We are sorry and repent of all our sins. For your Son, our Lord Jesus Christ's sake, forgive us all that is past, and grant that we may serve you in newness of life to the glory of your Name. Amen.

THE ABSOLUTION

Everyone stands

PRESIDENT: Almighty God, have mercy upon you, pardon and deliver you from all your sins, confirm and strengthen you in all goodness, and keep you in life eternal; through Jesus Christ our Lord. **ALL Amen.**

The Greeting of Peace

Form A

BCP, 124

PRESIDENT: We are the body of Christ. By the one Spirit we were all baptized into one Body, and have all been made to drink of the one Spirit.

ALL: Let us then pursue the things that make for peace and build up the common life.

PRESIDENT: The peace of the Lord be always with you.

ALL: And also with you.

PEACE: CPWI # 546 *Give me oil*

Give me oil in my lamp, keep me burning,
give me oil in my lamp, I pray;
give me oil in my lamp, keep me burning,
keep me burning till the break of day.

give me joy in my heart, keep me praising,
keep me praising till the break of day. **Refrain**

Give me peace in my heart, keep me loving,
give me peace in my heart, I pray;
give me peace in my heart, keep me loving,
keep me loving till the break of day. **Refrain**

Refrain:

*Sing hosanna, sing hosanna,
sing hosanna to the King of kings!
Sing hosanna, sing hosanna,
sing hosanna to the King!*

Give me love in my heart, keep me serving,
give me love in my heart, I pray;
give me love in my heart, keep me serving,
keep me serving till the break of day. **Refrain**

Give me joy in my heart, keep me praising,
give me joy in my heart, I pray;

THE PRESENTATION OF THE OFFERINGS

The Offertory Hymn: CPWI # 548 *When Israel was in Egypt's land (5:00 pm)*

When Israel was in Egypt's land,
let my people go;
oppressed so hard they could not stand,
let my people go.

The Lord told Moses what to do,
let my people go;
to lead the children of Israel through,
let my people go. **Refrain**

Refrain:

*Go down, Moses, way down in Egypt's land;
tell all Pharaoh to let my people go.*

They journeyed on at his command,
let my people go;

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and came at length to Canaan's land,

let my people go. **Refrain.**

CPWI # 558 Oh, Freedom! (6:00 and 8:00 am)

Oh, freedom, oh, freedom, oh, freedom over me!

No mo' weepin', no mo' weepin', no mo' weepin'
over me! **Refrain**

Refrain:

**An' befo' I'd be a slave, I'll be buried in my grave,
an' go home to my Lord an' be free.**

There'll be shoutin', there'll be shoutin', there'll
be shoutin' over me! **Refrain**

No mo' moanin' , no mo' moanin' , no mo'
moanin' over me! **Refrain**

There'll be singin', there'll be singin', there'll
be singin' over me! **Refrain**

CPWI # 554 Lift every voice and sing (6:00 and 8:00 am)

Lift every voice and sing, till earth and heaven ring,
ring with the harmonies of liberty;
let our rejoicing rise high as the listening skies,
let it resound loud as the rolling sea.
Sing a song full of the faith that the dark past has
taught us;
sing a song full of the hope that the present has
brought us;
facing the rising sun of our new day begun,
let us march on till victory is won.

been watered;
we have come, treading our path through the
blood of the slaughtered;
out from the gloomy past, till now we stand at last
where the white gleam of our bright star is cast.

Stony the road we trod, bitter the chastening rod,
felt in the days when hope unborn had died;
yet with a steady beat, have not our weary feet
come to the place for which our fathers sighed?
We have come over a way that with tears has

God of our weary years, God of our silent tears,
thou who hast brought us thus far on the way;
thou who has by thy might, led us into the light,
keep us forever in the path, we pray.
Lest our feet stray from the places, our God,
where we met thee;
lest our hearts, drunk with the wine of the world,
we forget thee,
shadowed beneath thy hand, may we for ever stand,
true to our God, true to our native land.

**ABSOLUTELY NO MOVING AROUND OR IDLE CHATTER AT THIS TIME. SILENCE AND
REVERENCE ARE REQUIRED AS THIS IS THE MOST SACRED TIME OF OUR WORSHIP**

THE PRESENTATION OF THE OFFERING

Form A

BCP, 126

PRESIDENT: Through your goodness, Lord, we have this bread and wine to offer, the fruit of the earth and the work of human hands. They will become our spiritual food.

ALL: All things come from you, O Lord, and of your own do we give you. Blessed be God for ever. Amen.

THE DOXOLOGY: Praise God, from whom all blessings flow; Praise Him, all creatures here below; Praise Him above, ye heav'nly host; Praise Father, Son, and Holy Ghost. AMEN.

THE EUCHARIST

THE GREAT THANKSGIVING

PRESIDER: The Lord is here

PEOPLE: We are here

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PRESIDER: Lift your hearts and lips in praise.

PEOPLE: We lift them to God with joy

PRESIDER: Let us give thanks.

PEOPLE: It is always good to come together in praise and thanksgiving, with joyful expectation of your reign that is and is to come

PRESIDER: Blessed are you, gracious God, creator of heaven and earth; we give you thanks and praise through Jesus Christ our Lord, for you created us in your image. As you called your prophets of old, you call us in our time to proclaim the good news of your justice, peace, and love. We find ourselves in a jungle, where our feet are not bound but we are not free, yet we remember your promise that justice will roll down like waters, righteousness like an ever-flowing stream, and that the lion and lamb will lie down together. Knowing that until the philosophy which holds one race superior and another inferior is finally and permanently discredited and abandoned, there will be always be war, injustice, inequality and in equity, we join our voices with angels and archangels and all the company of heaven singing the "Redemption Song" of our emancipation from mental slavery and of your power to set us free:

ALL: Holy, holy, holy Lord, God of power and might, heaven and earth are full of your glory. Hosanna in the highest.

PRESIDER: As your Christ approached his final stand against injustice and every form of evil and sin, we join with those who followed him saying,

ALL: Blessed is the One who comes in the name of the Lord, the One who enfleshed justice, peace, and love, and now calls us to unity and action. Hosanna in the highest.

PRESIDER: Holy God, from the day your Son, who came that all may have life in all its fullness, announced that your Spirit had anointed him to bring good news to the least, the last, and the lost, he was pursued by his adversaries. When he recalled how the prophets, Elijah and Elisha, restored the child of the poor woman in Sidon and healed the leper, Naaman the Syrian, he was rejected by his own people. Later, he was falsely accused, arrested, tried, and condemned to death. On the cross, he opened his arms to all and for all. In his resurrection we celebrate his victory over death and rejoice in his promise of a new creation.

PEOPLE: "Let's get together and feel all right."

PRESIDER: On the night he was betrayed, he took bread, gave thanks, broke it, and gave it to his disciples, saying: "Take, eat; this is my body, given for you. Do this in remembrance of me." This bread is the Bread of Justice,

PEOPLE: It is the Bread of Life.

PRESIDER: After supper, he took the cup, gave thanks, and gave it to them, saying: Drink this, all of you. This is my blood of the new covenant, shed for you and for many for the forgiveness of sins. Whenever you drink it, do this in remembrance of me." This cup is the Cup of Mercy,

PEOPLE: It is the Cup of Liberation.

PRESIDER: Through his body and blood, you call us to be one in love, to seek justice, and to live in peace. We lift our voices with all creation, singing songs of freedom and proclaiming the mystery of our faith for we know that Christ has died. Christ is risen. Christ will come again.

PEOPLE: "Let's get together and feel all right."

PRESIDER: With this bread and cup, we remember your saving act of Redemption and the promise of your Reign. Send your Holy Spirit, upon these gifts and upon us. As we eat and drink at this table, empower us for the work

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ahead. May we commit ourselves to your revolution of love and resolve not provide comfort for those whose belly is full but are intent on keeping others hungry. May we stand firm and strong, not complicit with the oppressor, but with those who defend the poor, rescue the marginalized, and liberate the oppressed. Until that day when we all come together to sit at your heavenly banquet, help us to continue to work for the time when your will is done on earth as it is in heaven. Through Christ, with Christ, and in Christ, in the unity of the Holy Spirit, all praise and glory are yours, Creator God, Power of the Most High, now and forever. So, until that day, we sing with all God's children.

As our Saviour has taught us, so we pray:

Everyone stands

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 forever. Amen.

THE BREAKING OF THE BREAD

PRESIDENT: God of justice and mercy, you prepare a banquet for us in your Kingdom.

ALL: Happy are those who are called to the supper of the Lamb.

THE AGNUS DEI

Lamb of God, you take away the sin of the world: have mercy on us.

Lamb of God, you take away the sin of the world: have mercy on us.

Lamb of God, you take away the sin of the world: grant us peace.

PRESIDENT: The Gifts of God for the People of God.

ALL: Our souls will feast and be satisfied and we will sing glad songs of praise to Him

Communion Hymns: CPWI # 559

We shall overcome (5:00pm)

We shall overcome. We shall overcome,
we shall overcome some day.

oh, deep in my heart, I do believe.
God is on our side today.

Oh, deep in my heart, I do believe.

We shall overcome some day.

We are not afraid. We are not afraid,
we are not afraid, today;

We'll walk hand in hand. We'll walk hand
in hand,

oh, deep in my heart, I do believe.
We are not afraid today.

we'll walk hand in hand today;

oh, deep in my heart, I do believe.

We'll walk hand in hand today.

We shall live in peace. We shall live in
peace,

we shall live in peace some day.

God is on our side. God is on our side,

God is on our side today;

Oh, deep in my heart, I do believe.

We shall live in peace some day.

CPWI # 544

By the rivers of Babylon (6:00am & 8:00am)

By the rivers of Babylon
where we sat down

and there we wept
when we remembered Zion.

Refrain:

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*But the wicked carried us away,
captivity,
require from us a song.
How can we sing Jehovah's
song in a strange land?*

As for our harps we hanged them
up on the trees therein.
Can I forget

Jerusalem the blessed? *Refrain*

Jerusalem, if I forget
let my right hand
also forget
that she once had cunning.
Refrain

Remember Edom with Babylon

how they said, 'Down with it.'
Happy shall he be
that rewards them justly. *Refrain*

So let the words of our mouth
and the meditation of our hearts
be acceptable in thy sight,
O Lord. *Refrain*

CPWI # 548 When Israel was in Egypt's land (6:00am & 8:00am)

When Israel was in Egypt's land,
let my people go;
oppressed so hard they could not stand,
let my people go.

The Lord told Moses what to do,
let my people go;
to lead the children of Israel through,
let my people go. *Refrain*

Refrain:
*Go down, Moses, way down in Egypt's land;
tell all Pharaoh to let my people go.*

They journeyed on at his command,
let my people go;
and came at length to Canaan's land,
let my people go. *Refrain.*

ABSOLUTELY NO MOVING AROUND OR IDLE CHATTER AT THIS TIME. SILENCE AND REVERENCE ARE REQUIRED AS THIS IS THE MOST SACRED TIME OF OUR WORSHIP

The Post Communion Prayer:

Everyone stands

BCP, 148

Eternal God and Heavenly Father, we thank you for feeding us with the Body and Blood of your Son Jesus Christ. Send us now into the world in peace and grant us strength and courage to love and serve you, and all persons in you, with gladness and singleness of heart, through your Son Jesus Christ our Lord. Amen.

The Blessing: The blessing of God Almighty, the Father, the Son and the Holy Spirit, be among you and remain with you always. **ALL: Amen.**

Closing Hymn: CPWI # 529 Lord, the light of Your love (5:00 pm)

Lord, the light of your love is shining,
in the midst of the darkness, shining:
Jesus, Light of the world, shine upon us;
set us free by the truth you now bring us -
shine on me, shine on me.

Refrain:
*Shine, Jesus, shine, fill this land with the Father's
glory;
blaze, Spirit, blaze, set our hearts on fire.*

*Flow, River, flow, flood the nations with grace
and mercy;
send forth your word, lord and let there be light!*

Lord, I come to your awesome presence,
from the shadows into your radiance;
by your blood I may enter your brightness:
search me, try me, consume all my darkness -
shine on me, shine on me. *Refrain*

As we gaze on your kingly brightness
so our faces display your likeness,
ever changing from glory to glory:

mirrored here, may our lives tell your story -
shine on me, shine on me. **Refrain**

Caravan Booklet # 82 We are marching in the light of God (6:00 and 8:00 am)

We are marching in the light of God,
we are marching in the light of God
we are marching in the light of God
we are marching in the light of God
We are marching marching,
we are marching, Oh Oh.
We are marching in the light of God.
We are marching marching,
we are marching, Oh Oh.
We are marching in the light of God.

We are living in the love of God,
we are living in the love of God.
We are living in the love of God,
we are living in the love of God.
We are living living,

we are living oh oh,
we are living in the love of God,
we are living living,
we are living oh oh,
we are living in the love of God.

We are moving in the power of God,
we are moving in the power of God.
We are moving in the power of God,
we are moving in the power of God.
We are moving moving,
we are moving, oh oh,
we are moving in the power of God,
we are moving moving,
we are moving, oh oh,
we are moving in the power of God.

NOTICES AND REMINDERS

GENERAL PARISH NOTICES

- + **FAREWELL SERVICE**: for Br. Stephen Jones on Monday August 3, 2026 at 6:00 pm.
- + **PRAYER GROUP**: Quiet Day on September 5th 2026, at the Holy Trinity Cathedral Chapel from 9:00am – 3:00pm.
- + **EMANCIPATION WEBINAR**: Wednesday 5th August, 2026 at 5pm in the Virtual Chapel. Speaker: Dr. Lovell Francis. Theme: Decolonize the Mind.
- + **INFORMATION FOR THE BULLETIN**: **ALL** entries or requests **must** be forwarded to the Parish Office via parishsec@htctt.org or **623-7271 Ext 2000** on or before **Wednesday 2:00pm** of the week of publication.
- + **ANGLICAN PRAYER BEADS**: are available for sale at \$100 per item. Interested people can place their order with Donna (767-7778) or Brenda (797-0543). Payment in part or in full is encouraged when the order is made.
- + **REDEEM COTTON NOTES**: Persons that are holders of cotton notes \$1, \$5, \$10, \$20, \$50 can bring them into the Parish Office and your donation will go towards the Cathedral Restoration.

Ways To Give

1. **Time**: call parishioners and check on them. Do a drive by visit.
2. **Food**: non-perishable food & toiletries.

3. Finance – tithes, thanksgiving offerings and general donations

Bank Name: First Citizens Bank, Independence Square

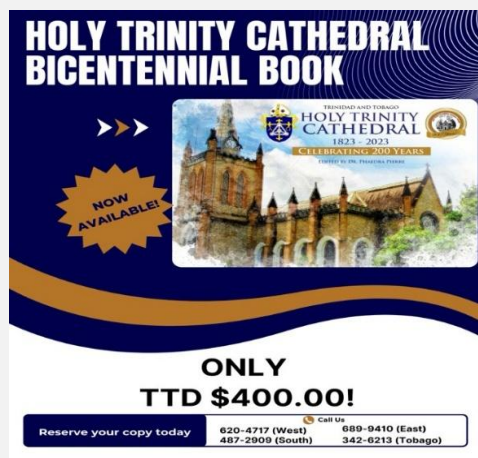
Account Name: INCOR TRUSTEES ANGLICAN DIOCESE T&T/HTC

Account Number: 1841214 **Note: Type the name as is: capitals, symbols and spacing.**

SEPTEMBER MEETINGS & ACTIVITIES

4 th	5:00pm: Worship Preparation Session – HTC Chapel
11 th	5:00pm: Worship Preparation Session – HTC Chapel
15 th	Vestry Meeting – In person
18 th	5:00pm: Worship Preparation Session – HTC Chapel
22 nd	6:00pm: Finance Meeting: Virtual
25 th	5:00pm: Worship Preparation Session – HTC Chapel
29 th	5:30pm: NWRC Meeting: Virtual

Please note that Worship Preparation sessions continue as usual in the month of August – Fridays at 5pm



+ **GRAB YOUR COPY OF THIS HISTORICAL PUBLICATION** : A Legacy of Faith and Culture: Explore the historical and cultural significance of the Holy Trinity Cathedral (the Mother Church) in its bicentennial publication! This keepsake is available now for only **TTD \$400.00**. Contact 620-4717 (West), 689-9410 (East), 487-2909 (South) and 342-6213 (Tobago) for purchases. Hurry before they're all gone! **#historicalvoice #theologicalchoice #culturallyrejoice**"

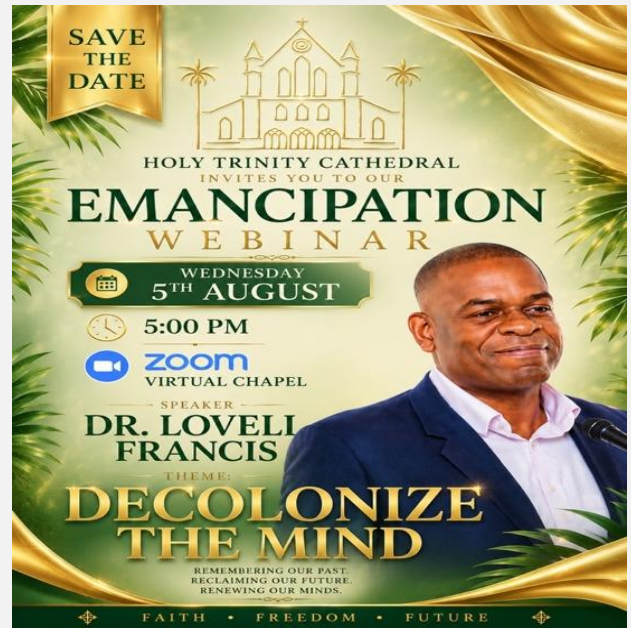
+ **BICENTENNIAL MEMORABILIA:** are still available: T-shirts (\$65), Dri-fit Polos (\$150.00), Magnets (\$25), 4-port USB hubs (\$50), Rosaries (\$150, \$200, \$275 and \$460), Snippets & Secrets Booklet (\$20.00). Call 620-4717 or 683-2261 to order.



+ **2026 HTC SCHOOL SUPPLIES DRIVE:** HTC Family and Friends are invited to contribute stationery items from 15 July – 15 August, 2026. Contact: Tishonne 497-2850 or Elizabeth 779-6153.



Grou



+ **FAREWELL SERVICE:** for Br. Stephen Jones on Monday August 3, 2026 at 6:00 pm. Holy Trinity Cathedral Chapel and Grounds. Parking at the Queens Street Car Park.

+ **EMANCIPATION WEBINAR:** Wednesday 5th August, 2026 at 5pm in the Virtual Chapel. Speaker: Dr. Lovell Francis. Theme: Decolonize the Mind. Meeting ID: 875 0223 3875 Passcode: Worship

+ **BUILDING PEACEFUL FOUNDATIONS SUMMER INSTITUTE:** HTC is hosting two one week Summer Institutes. One for the youth 10-14 August, 2026 and the other for adults 24-28 August, 2026. **Location:** Trinity Junior, Melbourne St., Port of Spain. **Time:** 10:00 am – 2:00 pm. **Cost:** \$100. Register today!

OSH CORNER

EARTHQUAKE

SAFETY PROCEDURE

YOUR SAFETY IS EVERYONE'S RESPONSIBILITY
Please read and follow these instructions in the event of an earthquake.

DURING THE EARTHQUAKE	AFTER THE EARTHQUAKE
1. REMAIN CALM. Do not panic. 2. DROP, COVER, HOLD ON. DROP to your hands and knees. COVER your head and neck. - Take shelter under a sturdy table or desk if one is available. HOLD ON to your shelter until the shaking stops. 3. If no table or desk is available, move away from windows, glass, mirrors, hanging objects, and tall furniture. Protect your head and neck with your arms. 4. Do not run outside during the shaking. 5. Do not use elevators. 6. If you are outdoors, move to an open area away from buildings, walls, trees, utility poles, and overhead wires. 7. If you are driving, safely pull over and remain inside your vehicle until the shaking stops.	1. Remain calm and be prepared for possible aftershocks. 2. Check yourself and those around you for injuries and report any emergencies immediately. 3. Follow instructions from the priest, event coordinator, safety officer, or emergency wardens. 4. If evacuation is necessary, proceed calmly to the designated assembly point. 5. Do not re-enter the building until it has been declared safe by the appropriate authorities. 6. Report any hazards such as damaged electrical equipment, gas leaks, fallen debris, or structural damage. PERSONS REQUIRING ASSISTANCE Please offer assistance to: - Children - Elderly persons - Persons with disabilities - Anyone who appears distressed or injured

REMEMBER:

DROP

→

COVER

→

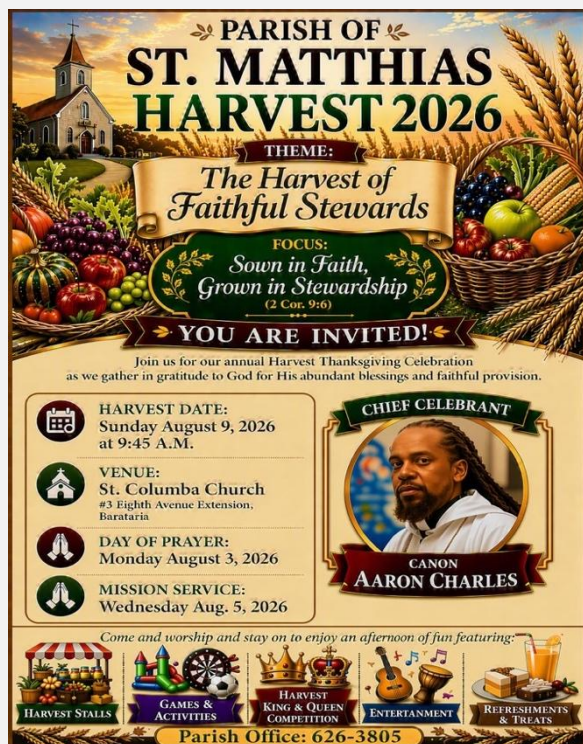
HOLD ON

DESIGNATED ASSEMBLY POINT	EMERGENCY CONTACTS EMERGENCY SERVICES: 990 FIRE SERVICE: 990 AMBULANCE: 811 SAFETY OFFICER: _____	YOUR CALMNESS AND COOPERATION CAN SAVE LIVES! BE PREPARED. BE SAFE.
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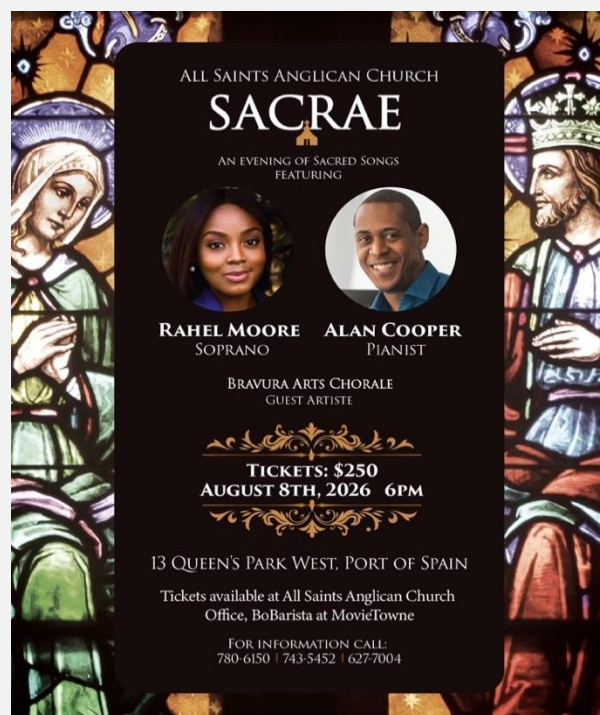
A SAFE CHURCH IS A CARING CHURCH

REGIONAL & DIOCESAN NOTICES

+ **SERVICE OF INSTALLATION** for Canon Aaron Charles and **Recognition** of Canon Eric Thompson as **Honorary Canon** and Canon to the Ordinary on **Tuesday August 4, 2026** at **St. Michael and All Angels** from **5:30pm**



+ **ST. MATTHIAS HARVEST 2026** at St. Columba Church, Barataria on Sunday August 9, 2026 at 9:45am.



+ **ALL SAINTS ANGLICAN CHURCH SACRAE:** An evening of sacred songs **August 8, 2026 at 6:00 pm** at All Saints Anglican Church, 13 Queens Park West. **Tickets: \$250** available at All Saints Parish Office or BoBarista - Movietowne

VACANCIES IN THE DIOCESE



BISHOP ANSTEY HIGH SCHOOL EAST & TRINITY COLLEGE EAST

E M P L O Y M E N T O P P O R T U N I T Y

A C C O U N T I N G O F F I C E R

1. POSITION OBJECTIVE

The Accounting Officer administers financial functions, including payroll processing, supplier payments, reconciliations, audits, and statutory benefits in accordance with relevant accounting standards, while coordinating with internal departments and external stakeholders to ensure accurate, compliant, and efficient departmental operations which support BATCE's overall mission and strategic goals.

2. KEY ACCOUNTABILITIES

- ❖ **Payroll Administration:** Processes monthly payroll and part-time staff timesheets, including statutory deductions, health and pension contributions, and staff loan reconciliations; preparing journals for QuickBooks upload, distributing payslips, reconciling Micropay accounts, and resolving discrepancies to ensure accurate, timely payments, statutory compliance, and confidentiality of payroll records.
- ❖ **Accounts Payable:** Processes supplier invoices and prepares payments in accordance with established procedures to ensure timely, accurate, and compliant disbursements supporting efficient financial operations and vendor relationships by verifying invoice details and supporting documents, maintaining payment schedules and reconciliations, uploading ACH files, sending remittance communications, and resolving vendor discrepancies.
- ❖ **Financial Reconciliation & Audit Support:** Maintains the accuracy, integrity, and audit readiness of financial records through general ledger management and monthly bank and balance sheet reconciliations in compliance with IFRS and internal control requirements by verifying and posting transactions, resolving variances, maintaining reconciliation files, and preparing audit schedules for Bursar review and submission to external auditors within prescribed timelines.
- ❖ **Statutory Employee Benefits Administration:** Administers NIS benefits (maternity, sickness, retirement) by accurately completing forms on time, responding to employee queries, and ensuring compliance with statutory and internal policies to ensure employees receive correct benefits and maintain regulatory and institutional compliance.
- ❖ **General Administration:** Assists with departmental operations by preparing job letters, coordinating with regulatory bodies and insurance providers for required licences and services, maintaining accurate records, and guiding Business Centre Assistants to ensure accurate QuickBooks postings and strong administrative and financial controls.

3. THE CANDIDATE

Education & Experience

- ❖ A Diploma or Associate Degree in Accounting, Finance, or Business Management from a recognised tertiary institution.
- ❖ Micropay Certification, QuickBooks (Online) Certification, Payroll Certification
- ❖ At least three years of relevant work experience in accounting, payroll and finance.
- ❖ General ledger management and reconciliations
- ❖ Payroll administration - calculating salaries, processing statutory deductions such as NIBTT and PAYE, generating payslips on the payroll software, Micropay or similar software.
- ❖ Experience in financial reporting and compliance.

Knowledge

- ❖ Sound knowledge of accounting principles and practices, including double-entry bookkeeping, financial reporting, and account reconciliations.
- ❖ Knowledge of Trinidad and Tobago statutory and payroll requirements.
- ❖ Familiarity with accounting and payroll systems.

Skills

- ❖ Proficiency in Microsoft Office Suite, QuickBooks, Micropay, or similar accounting/payroll software.
- ❖ Experience with bank reconciliations, accounts payable and receivable, payroll processing, and general ledger management.

Abilities

- ❖ Excellent analytical, problem-solving, and organizational skills.
- ❖ High level of accuracy and attention to detail.
- ❖ Ability to maintain confidentiality and exercise discretion.
- ❖ Ability to manage multiple priorities and meet strict deadlines.
- ❖ Ability to work independently and collaboratively in a team environment.

4. FURTHER INFORMATION

Interested persons are asked to submit their applications to hr@batce.edu.tt
CLOSING DATE FOR RECEIPT OF APPLICATIONS – July 15, 2026



BISHOP ANSTEY HIGH SCHOOL EAST & TRINITY COLLEGE EAST

EMPLOYMENT OPPORTUNITY

BURSAR

1. POSITION OBJECTIVE

The Bursar provides strategic and operational leadership for the financial management of BATCE to ensure effective budgeting, accurate financial reporting, regulatory compliance, and the efficient use of financial resources. The role oversees budgeting, revenue and cash flow management, payroll, vendor payments, financial reporting, and statutory compliance, while advising Principals and the Board on financial matters and supporting informed decision-making. This ensures financial sustainability, strong governance, uninterrupted school operations, and the timely delivery of high-quality financial services across the organisation. Provides administrative support in the day-to-day operations of the Human Resource Department in the areas identified.

2. KEY ACCOUNTABILITIES

- ❖ **Financial Planning, Budgeting & Compliance:** Prepares and monitors the annual budget to ensure effective financial planning and accurate reporting by coordinating the annual budgeting process with relevant stakeholders, overseeing the recording and reporting of income and expenditure, maintaining accounting records and financial reports, and ensuring adherence to Ministry of Education requirements, government financial regulations, and governance directives of the Bishop Anstey Association (BAA) and the Board of Management.
- ❖ **Strategic & Operational Support:** Advises the Principals and School Board on Financial matters regarding the effective management of the organisation's cashflows through coordination of funding requests, monitoring of bank balances, managing deposits & payments to maintain sufficient liquidity ensuring all financial obligations are met on a timely basis
- ❖ **Fees and Revenue Administration:** Oversees the monthly request and deposit of operational funds disbursed from the BAA to ensure effective cash flow management, manages the staff and other receivable accounts, oversees the collection of daily funds and manages deposit of funds to the organisation's Bankers and produces monthly financial reports and statements for the Board of Management.
- ❖ **Financial Reporting and Statutory Compliance:** Prepares and submits audited financial statements of BATCE within three months of year-end by providing complete and timely data to external auditors, to comply with statutory requirements and support regulatory and governance obligations.
- ❖ **Vendor payments:** Approval of vendor payments, petty cash disbursement, purchase order generation, ensuring proper protocols in accordance with approved purchase requisitions, contractual terms, and the Accounting Policies and Procedures Manual, to support uninterrupted school operations.
- ❖ **Payroll & Administrative Support:** Approval of payroll processing inclusive of remittance for salary deductions to the various agencies/institutions and ensures salaries and statutory deductions are paid on time in accordance with government regulations.
- ❖ **Team Leadership and Development:** Leads, coaches, and develops the Bursary team to ensure high-quality, confidential, and timely service delivery by delegating responsibilities appropriately, reviewing outputs, providing feedback, and performance management support, thereby maintaining a skilled, capable, and high-performing team.

3. THE CANDIDATE

Education & Experience

- ❖ BSc Accounting or Level 11 ACCA. Alternatively, BSc Management with concentration in accounting.
- ❖ Certificate in payroll management, project management, taxation and experience in customer service
- ❖ Minimum 7-10 years progressive experience in accounting & finance, encompassing production of financial statements/management accounts, statutory reporting, experience with reporting to a Board of Directors/Management, experienced in managing annual external audits.
- ❖ Minimum 5 years Supervisory experience.

Knowledge:

Accounting Standards, taxation, local laws which apply to companies, filing of Income taxes and other statutory requirements of the GoRTT. Corporate governance and Industrial relations knowledge.

Skills & Abilities:

- ❖ Proficiency in Microsoft Office Suite and QuickBooks.
- ❖ Pension fund management
- ❖ Ability to reconcile and analyse financial data.
- ❖ Strong report writing and presentation skills.
- ❖ Excellent analytical, problem-solving, and conflict resolution skills.
- ❖ Ability to manage multiple priorities, work under pressure, and meet strict deadlines.
- ❖ High level of accuracy and attention to detail

4. FURTHER INFORMATION

Interested persons are asked to submit their applications to hr@batce.edu.tt
CLOSING DATE FOR RECEIPT OF APPLICATIONS – July 15, 2026



BISHOP ANSTEY HIGH SCHOOL EAST & TRINITY COLLEGE EAST

EMPLOYMENT OPPORTUNITY

LIBRARY MANAGER

1. POSITION OBJECTIVE

Leads the library team and manages the Library Media Centre as a dynamic learning hub, overseeing collection development, budgeting, cataloguing, information systems, and physical and digital space management. Delivers instruction in information literacy, reading development, and digital skills while collaborating with teaching staff and coordinating stakeholder requests to support academic excellence, student development, and the responsible and effective use of technology.

2. KEY ACCOUNTABILITIES

Library Services Leadership: Leads, coaches, and trains Library Media Centre staff to ensure high-quality and timely service delivery and support staff development by delegating tasks, reviewing outputs, providing feedback, and managing performance. Designs and delivers in-service training programmes to strengthen staff capability in library resources, research tools, and information literacy practices to enable effective integration of library services into teaching and learning.

Information Literacy Instruction & Reading Development: Designs and delivers Information Literacy Skills instruction and promotes a reading culture for Form 1 students to develop students' ability to locate, evaluate, and ethically use information and foster lifelong reading habits. This entails collaboration with teachers to plan and evaluate curriculum-aligned learning, curating inclusive collections, supporting reading initiatives, and overseeing social media channels, digital tools and multimedia to enhance student engagement.

Library Collection Development and Management: Oversees the selection, acquisition, organisation, and cataloguing of print, digital, and multimedia resources to support curriculum delivery, ensure accessibility, and promote inclusive inquiry-based learning by applying informed collection development practices that reflect school community needs and foster engagement and lifelong learning.

Stakeholder Collaboration & Library Expertise: Coordinates stakeholder requests for library resources, technology, research, and event support, and collaborates with teaching staff on curriculum, assessment, and co-curricular initiatives to ensure professional, responsive service that strengthens teaching, learning, and community engagement by maintaining solution-oriented communication with parents, teachers, authors, guest speakers, and external providers.

Library Budget Management: Prepares, implements, and monitors the annual library budget to support curriculum priorities, ensure cost-effective use of financial resources, maintain accurate financial records, and ensure compliance with school financial policies, adjusting allocations as required and liaising with school leadership and suppliers.

Library Information Systems and Records Management: Maintains accurate and up-to-date records of all library materials and users through the School Library Media Management System (including Alexandria) by cataloguing and tracking physical and digital resources, managing circulation and patron records, ensuring data integrity, and applying school policies and privacy requirements to support efficient operations and reliable access for all users.

Library Resource Development & Learning Environment Management: Oversees the maintenance and organisation of the School Library Media Centre to ensure facilities, resources, and equipment are safe, functional, and accessible by implementing maintenance plans, monitoring resource needs, designing inclusive physical and digital learning spaces, and initiating needs-based fundraising in collaboration with the school's fundraising committee.

3. THE CANDIDATE

Education & Experience

- ❖ Bachelor's Degree in Library and Information Science, OR a Bachelor's Degree ideally in Humanities and Education plus a Post Graduate qualification in Library Studies/Science.
- ❖ Certification in Supervisory Management
- ❖ Minimum 7-10 years progressive experience in a library science and information services environment including 5 years in leading teams.
- ❖ Experience in Conflict Resolution/ Mediation and classroom management.

Knowledge

- ❖ Library management systems, Classroom management, ICT integration in teaching and learning, Information management and library technologies, customer service principles
- ❖ Conflict resolution techniques

Skills

- ❖ Cataloguing and library resource management
- ❖ Strong oral and written communication
- ❖ Advanced proficiency in Microsoft Office Suite
- ❖ Report writing and compilation
- ❖ Effective time management
- ❖ Commitment to continuous professional development

Abilities

- Excellent planning and organizational skills
- Critical thinking and analytical skills
- Methodical and detail-oriented approach
- Ability to manage multiple priorities
- Ability to work collaboratively with students, staff, and stakeholders
- Ability to adapt to emerging technologies and best practices in library services

4. FURTHER INFORMATION

Interested persons are asked to submit their applications to hr@batce.edu.tt
CLOSING DATE FOR RECEIPT OF APPLICATIONS – July 17, 2026



BISHOP ANSTEY HIGH SCHOOL EAST & TRINITY COLLEGE EAST

EMPLOYMENT OPPORTUNITY

SCHOOL NURSE

1. POSITION OBJECTIVE

The School Nurse safeguards the health and wellbeing of students and staff to enable the school community to learn, work, and thrive in a safe and supportive environment by delivering health promotion programmes, providing medical treatment, monitoring health conditions, maintaining health documentation, procuring medical supplies, and facilitating referrals to external providers.

2. KEY ACCOUNTABILITIES

Medical Treatment: Provides timely and appropriate medical treatment to students and staff experiencing illness or injury while maintaining a clean, safe, and sanitary environment to protect their health and well-being during the school day. This entails administering first aid, emergency care, and prescribed medications according to medical orders, performing health screenings, managing chronic conditions, and ensuring care follows established health protocols and safety standards.

Health Monitoring: Monitors the health and wellbeing of students and staff to promote a safe and healthy learning environment by overseeing chronic conditions and medication administration, managing communicable diseases, conducting health screenings, observing students for physical, emotional, and behavioural concerns, and collaborating with staff, families, and healthcare providers in adherence to health policies.

Documentation: Maintains accurate and timely health records including medication administration, treatments, screenings, and incidents of illness or injury across electronic and paper systems to ensure continuity of care, support decision-making, and facilitate effective communication among healthcare providers, parents, and staff in compliance with legal, school, and confidentiality requirements.

Health Communication, Coordination and Referral: Facilitates clear, confidential communication among students, parents, school staff, and healthcare providers to support coordinated care, early intervention, and informed health decisions that promote student well-being. This involves identifying students requiring medical, dental, mental health, or social services and coordinating timely referrals and follow-up with families, school-based professionals, and external providers to ensure comprehensive and continuous care.

Health Promotion: Plans and promotes, together with school administrators, a long-term school health programme addressing hygiene, nutrition, physical activity, mental health, and disease prevention to foster lifelong healthy habits and enable the school community to learn and thrive. This is achieved through health education programmes on self-care and health management via health fairs, outreach programmes, lectures, demonstrations, OSHA and cafeteria meetings, and providing health advice when needed.

Procurement: Identifies and acquires medical supplies, equipment, and medications to ensure the Nurse's Station is adequately stocked and prepared to provide safe and effective care. This is achieved through a selected vendor by purchasing and replenishing supplies, maintaining adequate inventory, ensuring materials meet safety and quality standards, and managing proper storage, labelling, and disposal and works within budgetary and regulatory guidelines.

3. THE CANDIDATE

Education & Experience

- ❖ Associate Degree or Bachelor's Degree in Nursing from a recognised tertiary institution.
- ❖ Registered Nurse license with the Nursing Council of Trinidad and Tobago
- ❖ CPR and First Aid Certified
- ❖ Minimum 5 years of experience as a Registered Nurse
- ❖ Experience in Counselling, Mental Health and Community Nursing

Knowledge

- ❖ Nursing protocols and procedures, adolescent development and psychology, mental health conditions and treatments

Skills

- ❖ Patient assessment, professionalism, time management, professional interaction with adolescents
- proficiency in Microsoft Office applications

Abilities

- ❖ Excellent analytical, problem-solving, and organizational skills.
- ❖ High level of accuracy and attention to detail.
- ❖ Ability to maintain confidentiality and exercise discretion.
- ❖ Ability to manage multiple priorities and meet strict deadlines.
- ❖ Ability to work independently and collaboratively in a team environment.

4. FURTHER INFORMATION

Interested persons are asked to submit their applications to hr@batce.edu.tt
CLOSING DATE FOR RECEIPT OF APPLICATIONS – July 17, 2026

Notice

**THE PARISH OFFICE IS
CLOSED ON **MONDAYS.****

**NEW OPENING HOURS
TUE-FRI (8AM-4PM)**

**2ND & 4TH SATURDAYS
(9AM -12NOON)**



HOLY TRINITY
CATHEDRAL

BY ORDER OF MANAGEMENT

Weekly Worship

MONDAY - FRIDAY | 6:30 AM

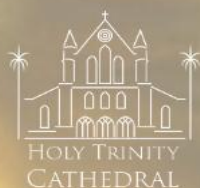
Morning Prayer (Facebook Online)

MONDAY - FRIDAY | 12 NOON

Midday Mass - HTC Main Chapel

SUNDAY - FRIDAY | 9 PM

Compline (Facebook Online)



SMALL GROUP ACTIVITIES

Join us in the All-Souls Virtual Chapel

Zoom Meeting ID: **875 0223 3875** | Password: **Worship**

- Mondays at 5:00 PM Bible Study – Closed until September 7, 2026
- Thursdays at 5:00 PM Prayer Group
- Fridays at 1:30 PM Bible Study - **In person at the Parish Chapel (Closed)**
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DIVINE OFFICE READINGS

DATE	MORNING	EVENING
SUNDAY 2 ND	± Psalms 93, 96 ± Judges 6:1-24 ± Mark 3:20-30	± Psalm 34 ± 2 Samuel 6:12-23 ± 2 Corinthians 9:6-15
MONDAY 3 RD <i>Saint Stephen, Deacon and Martyr</i>	• Psalm 28, 30 • 2 Chr 24:17-22 • Acts 6:1-7	• Psalms 118 • Wis 4:7-15 • Acts 7:59-8:8
TUESDAY 4 TH	± Psalms 5, 6 ± Numbers 35:1-3, 9-15, 30-34 ± Matthew 23:13-26	± Psalm 78:40-72 ± 2 Samuel 7:18-29 ± Acts 3:1-11
WEDNESDAY 5 TH <i>Oswald</i>	• Psalm 119:97-120 • Judges 7:19-8:12 • Acts 3:12-26 • John 1:29-42	<i>Eve of the Transfiguration</i> • Psalm 84 • 1 Kings 19:1-12 • 2 Corinthians 3:1-9, 18 <i>Collect for the Transfiguration</i>
THURSDAY 6 TH <i>THE TRANSFIGURATION OF OUR LORD</i>	± Psalms 2, 24 ± Exodus 24:12-18 ± 2 Corinthians 4:1-6	± Psalm 72 ± Daniel 7:9-10, 13-14 ± John 12:27-36a
FRIDAY 7 TH	• Psalm 88 • Judges 9:1-16, 19-21 • John 2:1-12	• Psalms 91,92 • 2 Samuel 12:1-14 • Acts 4:13-31
SATURDAY 8 TH <i>Dominic, Priest and Friar, 1221</i>	± Psalms 87, 90 ± Judges 9:22-25, 50-57 ± John 2:13-25	± Psalm 136 ± 2 Samuel 12:15-31 ± Acts 4:32-5:11 <i>Collect for Proper 14</i>

LITURGY OF THE WORD READINGS (Weekends)

EUCCHARIST READINGS FOR SUNDAY Aug 09, 2026

The Eleventh Sunday after Pentecost — Proper 14

Year A

± **1st Reading:** 1 Kings 19:9-18

Psalm: 85:8-13

± **2nd Reading:** Romans 10:5-15

Gospel: Matthew 14:22-33