

The Ministry of Serving

Before Mass:

- Please arrive **at least** 10 minutes before Mass is scheduled to begin.
- Go to the sacristy and vest in the server's alb. Tie both a red and white rope around your waist; the knot should be at your side and not in front. (The albs are in a wardrobe in the sink sacristy.)
- Light your processional candle and the candle on the altar. Matches may be found in the suitcase or in the sink sacristy or in the Blessed Sacrament chapel on the side shelf by the tabernacle.
- Check with priest or liturgy coordinator to see if anything else needs to be done before Mass begins.
- Collect your candle and go to the rear of the church in a decorous manner.

As Mass Begins:

- When you receive a sign from the priest during the opening hymn, lead the procession towards the altar.
- Upon arriving at the sanctuary, go up immediately to your seat.
- Place your candle on the top step at the right side of the altar (or both sides if more than one server) then stand at your seat on the right side of the sanctuary.
- After the "Sign of the Cross" the "Greeting" and the "Lord have Mercy", the priest will say, "Let us pray". At that time pick up the Sacramentary (red book) and take it to the priest.
- Hand the book to the priest; he will open it and return it to you to hold.
- Hold the book leaning it against your chest. When the people say "Amen" close the book and return to your seat.

During the Collection and Preparation of Gifts:

- Place the Sacramentary, chalice and purificator on the altar. The book is placed on the left side of the corporal and the chalice is placed on the right.
- When gifts are brought forward, go with the priest to the centre aisle and receive what is given to you. If you are given the collection bags, place them on the lower altar step; otherwise, place bread or wine on the altar.
- Immediately go to the credence table (the one near your seat) and pick up the crystal water pitcher, dish and towel. Hold the water pitcher with the handle pointing away from you. Step up to the right side of the altar.
- The priest will take the water pitcher from you, when he returns it to you take it by its handle. **Wait.**
- The priest will turn to you and place his hands in the bowl, as he does, pour water over them. He will take the towel to dry his hands. When he returns the towel to you bow to him and step down from the altar.
- Return the water pitcher, bowl and towel to the credence table. Go and stand in front of your seat.

At the Our Father

- You may give the Sign of Peace to your family after the priest has started to give the Sign of Peace. Then return to your place and stand at your chair facing the altar.

During Holy Communion:

- After receiving Holy Communion go back to your seat, stand, and participate in the Communion Procession by joining in the singing of the Communion Song.
- As the Eucharistic Ministers return to the sacristy, go to the altar and remove the chalice, purificator and pitcher, take them to the sacristy and place them on the vesting press.
- Wait for the Eucharistic Ministers to complete their tasks, then return with them and line up in front of the altar. All make a slight bow (inclination of the head).
- Go to the altar, pick up the Sacramentary, and take it to your place.

At the End of Mass:

- When the priest stands and says "Let us pray", bring him the Sacramentary. Father will open the book; hold it as was done at the beginning of Mass.
- Return to your place after the people say "Amen".
- During the final hymn the priest will leave the sanctuary. As he does this go stand next to him facing the altar. After he bows, lead him out.

After Mass:

- Return the candle to its place in the sacristy.
- Return the Sacramentary to the cupboard in the sacristy.
- Empty the bowl and the water pitcher and place with the towel in the Our Lady of Mercy cabinet.
- Extinguish the altar candle.
- Place your alb properly and neatly on a hanger in the wardrobe.

NEVER FORGET:

- The server, like everyone else, is to actively participate through prayer, song, listening, praise and thanksgiving to our God.

Ministers Please Note

As much as it is good for us to aspire to "perfect" liturgical practices; *Perfect Liturgy* will only exist in the Kingdom of Heaven.

Fr. Vincent