

WORSHIP PARTICIPANT FUNCTIONS

Crucifer

- You are responsible for the day that you have agreed to serve. If you find that you are unable to serve, then you will need to first contact the parish administrator. If at all possible, please arrange for someone else to take your place, and give that name to the parish administrator.

When you arrive:

- When you arrive at church, please report to the **sacristy** and let the other ministers of the service know that you are there. If there is a guest presiding minister or preacher, please introduce yourself to them, and help them orient themselves to the service.
- Check with the presiding minister about the particulars of the service, noting any special ceremonies or rites.
- Make yourself available to the sacristans for any help that they might need in preparing the altar.
- *At fifteen minutes prior to the service, vest in an alb and cincture.*
- Light the following candles in the chancel:
 - a) During the Sundays of Easter, or at baptisms or funerals, please light the paschal candle before people are in the sanctuary.
 - b) At the altar, light the candle on the left first, the one on the right second.
 - c) At the lectern, light both candles.
 - d) Check the holders for the cross and make sure they are open.

Other notes:

- Whenever passing in front of the altar, show reverence by bowing your head slightly. When carrying the processional cross, however, it is not necessary to bow.
- If there is a meeting of the ministers of the service prior to the service, proceed to the conference room.

ENTRANCE RITE

Confession and Forgiveness (when there is one)

Bring the cross into the sanctuary and stand behind the presiding minister and assisting minister, facing the congregation. After the rite, let the ministers by and stand inside the door of the sanctuary. Wait for the ministers to line up behind you.

Entrance Hymn

Hold the cross with one hand above the metal band, and the other hand below the metal band. The upper hand should be level with your upper chest.

Lead the procession into the church. Normally you will lead the procession. If there is a thurifer, that person will lead the procession. When you arrive in the chancel, go to the top step, and turn to face the other members of the procession until they have taken their place at their seats. Then place the processional cross at its holder, and take your seat.

Apostolic Greeting

Stand at your seat.

Kyrie Intercession

Stand at your seat.

Hymn of Praise

Stand at your seat.

Prayer of the Day

Stand at your seat.

THE LITURGY OF THE WORD OF GOD**First Lesson**

Sit

Psalm

Sit

Second Lesson

Sit

Verse

Immediately, at the conclusion of the Second Lesson, retrieve the processional cross, and go stand at the lowest step of the chancel, facing the people. When the assisting minister is ready to begin the gospel procession, s/he will indicate movement. Precede the assisting minister to the midst of the congregation, stopping near the cross holder. Turn to face the altar, and remain there for the reading of the Gospel.

Holy Gospel

Following the reading of the Gospel, there will be a moment of silence until the gong sounds. Then place the processional cross at its place in the midst of the people, the front of the cross facing to the back of sanctuary. Follow the assisting minister back to the chancel. Return to your seat.

Sermon

Sit

Hymn of the Day

Stand at your seat.

Creed

Stand at your seat.

Intercessions

Stand at your seat.

The Peace

After the presiding minister announces the peace, turn to greet others with a sign of peace. After you have greeted those around you, unless there has been a procession with torches, go to the lectern and extinguish the candles there. The candle snuffer is in the lectern.

THE LITURGY OF THE EUCHARISTIC MEAL**Offering**

Meet the presiding minister and the assisting minister at the small table on the left (lectern) side of the chancel. There you and the other ministers will wash your hands.

Once you have finished, bring the individual glasses and the water cruet to the free-standing altar from the credence table and high altar.

Offertory Hymn

As the gifts of bread, wine, food, and money are brought forward, go to the front of the altar with the assisting minister and receive the gifts from the people. Take the offering plates and place them on the high altar. Return to the oblation bearers, and receive the food basket and place it in the corner of the chancel on the floor.

Return to your place at the right hand (pulpit) corner of the altar. The presiding minister may ask you to retrieve things from the high altar. Be prepared to help.

Offertory Prayer

Stand at the altar and participate in congregation responses.

The Great Thanksgiving

Stand at the altar and participate in congregation responses.

The Prayer of Jesus

Stand at the altar and participate in congregation responses.

The Agnus Dei

During the Agnus Dei (Lamb of God), the presiding minister will commune the assisting ministers.

The Communion

Once you have been communed, take the tray with the individual glasses and step back between the high altar and the wall so that the presiding minister and the assisting minister can begin the communion.

Walk behind the assisting minister, who will be bearing the chalice, and commune those persons who desire to commune from the individual glasses. As you commune each person, you should say: "The blood of Christ, shed for you." When you have finished serving those at

the communion rail, return to the north side and wait for the presider to speak the blessing. Move back in place behind the assistant minister and begin again.

After all have been communed, the presiding minister and assisting minister will leave the chancel to commune any disabled persons who might want to be communed there. It is not necessary for you to follow them. Simply remain in the chancel. You can replace the tray of individual glasses on the high altar and cover them. When the presiding minister and assisting minister return, the presiding minister will be communed by the assisting minister.

The Post Communion Canticle

During the Post Communion Canticle (if there is one) or immediately following the communion (if there is not one), you may help the presiding minister clear the altar.

The Prayer

Stand at the altar.

The Benediction

Stand at the altar.

The Recession

After the benediction, all the ministers at the altar will return to their seats for the recessional hymn. Be certain to look at the hymn in advance. You will need to give yourself enough time to go and get the processional cross, gather the procession and leave the church before the hymn is completed. A good rule of thumb is to allow at least one and one half to two verses of the hymn in which to accomplish this.

The Dismissal

Stand at the doors of the church, facing the altar.

After the Liturgy:

- Return the processional cross to its place by the pulpit by going under the church, through the parish hall, and up the back steps. Go out into the chancel and extinguish the altar candles. If the paschal candle or advent wreath is burning, allow it to do so until all the people have left the church.
- Return to the sacristy and take off your alb, returning it to the closet. You may want to check the seats in the chancel and remove any hymnals, service folders, or other materials, etc. Ask the sacristan on duty if there is any further help you can provide.