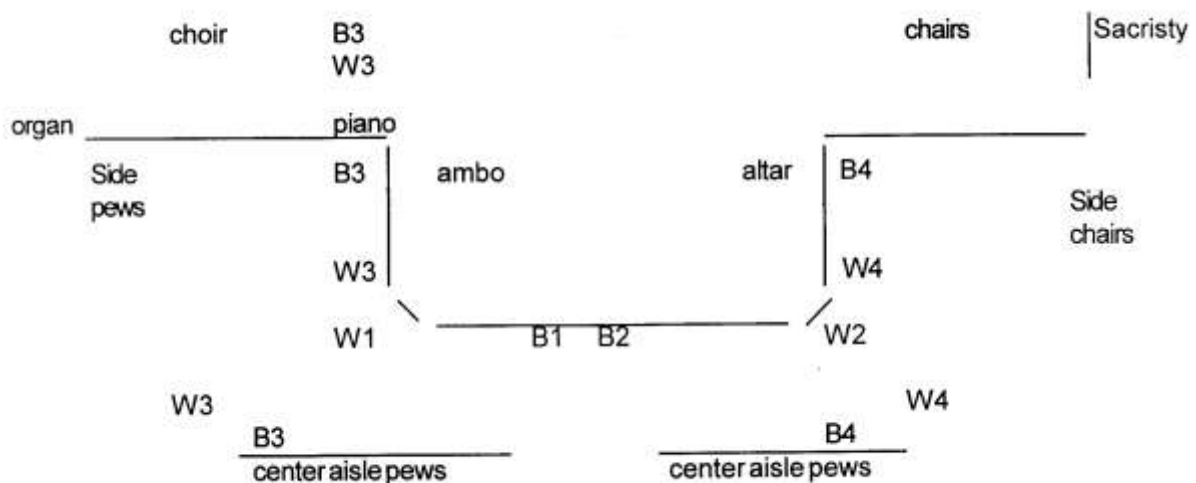


1. Before Liturgy

- a. **If you cannot serve on your scheduled day, please obtain a sub, and then call the parish office (734-7195) to notify them of the change. (Barring an emergency, you should obtain your own sub before calling the office.)**
- b. Dress appropriately (T-shirts & shorts seem out of place).
- c. Arrive at least **15** minutes before liturgy begins and sign in on the chart in the Sacristy. The Coordinator will be sure there are enough Eucharistic Ministers. It is very important to arrive promptly so the Coordinator has time to find a sub if needed. ***Please do not be offended if you come in at the last minute and a substitute has already been found.***
- d. Check your name off the list.
- e. If you are unsure of anything – where to stand, what to do – ASK! Check with the Sacristan or the Coordinator.
- f. Put on the wooden cross (this is optional) and take your place in the assembly.



2. Eucharistic Ministers' Responsibilities:

- a. Positions are as shown above. **When the choir is singing in front, W3 & B3 give them communion first. Stand behind the ambo next to the platform and the choir will come to you.**
- b. Procedures
 1. As the Lamb of God is being sung, the Ministers come up to the altar.
 2. All go to the credence table and use the waterless Hand Sanitizer.
 3. *(Unless a Deacon is present)* the person that gets to the altar area first should go to the Tabernacle and brings Hosts to the altar.

The other Ministers arrange themselves in a straight line on the platform behind the presider. There should always be seven ASSIGNED Ministers standing behind the presider *(unless a Deacon is vested.....then only SIX Ministers should be standing behind the presider)*. At the Sunday 6:30pm Mass there are only THREE Ministers standing behind the presider.

4. The Presider will offer the Body of Christ to those who are standing behind him. The Presider will then offer a cup and purificators to those who are Cup Bearers. (Take a half step forward if you are a Cup Bearer so the Presider knows who to present the cup to. After receiving from the Cup, the Cup Bearer should offer the cup to the Bread distributors.
5. Then the Bread distributors approach the altar and take a ciborium.
6. Everyone goes to their assigned distribution sites.
7. At the end of Communion, the Ministers of the Cup take their cup to the sacristy. If there is any blood remaining, they should consume what they can. Place the cup and cloth on the counter near the sink. Then return to the congregation. This should be done in **SILENCE**. The last ME to bring their cup to the sacristy will purify all the cups and return to the congregation. To clean the vessels, please do so with REVERENCE. Pour some water into one of the cups and transfer through all the other cups. Then consume it or pour it into the sacrarium (special sink.) Return to the congregation.
8. At the end of Communion, the Ministers of the hosts should return their container to the altar and return to the congregation. The Presider or Deacon should put the hosts into the necessary ciborium. If they can't all fit into it, then use two ciboria. Take the ciboria to the Tabernacle. The altar servers will clear off any empty ciboria.
9. At the end of Mass those who have ministered the Cup should come to the sacristy and assist the sacristan in cleansing the vessels.

3) Miscellaneous

Our Ministry Schedule is posted on our website SaintJosephParish.org.
Click on the Liturgical Ministry Schedule as displayed here:

| | |
|---|--|
| Bulletins Current bulletin Previous weeks | Newsletters December January |
| Liturgical Ministry Schedule December January | Tithing Direct Deposit Scrip Order Form |

THANK YOU FOR YOUR WILLINGNESS TO HELP WITH THIS IMPORTANT MINISTRY!

For scheduling requests, call or email Jill Beyer: 734-7195 JBeyer@SaintJosephParish.org