

**GUIDELINES FOR EUCHARISTIC MINISTERS OF COMMUNION**  
**St. Pius X Catholic Church**  
(April, 2008)

1. Sign in on the Liturgy bulletin board posted in the Gathering Space as you arrive for Mass.
  - 5:30, 8:00, & 10:00 Masses – **13 needed** (including the Presider)
  - 12:00 Mass – **9 needed** (including the Presider)

*Note: If a deacon is ministering at the altar, he will serve as a minister of the cup and therefore **one less** Eucharistic Minister is needed.*

sample sign-up sheet:

<b>EUCHARISTIC MINISTER SIGN-UP SHEET</b>	
1. (pours wine)	_____
2. (moves hosts to/from tabernacle)	_____
3.	_____
4.	_____
5.	_____
6.	_____
7.	_____
8.	_____
9.	_____
10.	_____
11.	_____
12.	_____

2. Come forward at the end of the Sign of Peace or as the Lamb of God begins. It is important not to hesitate.
3. Wash your hands in the bowl on the credence table or use the antibacterial soap in the pump.
4. The **first person** signed up (the Lead Eucharist Minister) will come to the altar and pour the wine into the cups. Work to evenly distribute the wine among the cups. Try to avoid drips but altar cloths are washable. Note: if a deacon is present he will pour the wine.
5. The **second person** signed up (before washing hands) will:
  - go directly from their place in the assembly to the Blessed Sacrament Chapel
  - unlock and open the tabernacle door
  - genuflect (or bow if not able to genuflect) before the tabernacle
  - take the ciborium from the tabernacle (leave the door open) and carry it to the sanctuary. Place the ciborium on the altar, near the priest or deacon.

6. All EM's stand in a semi-circle behind the altar (in front of the crucifix) and join in singing the Lamb of God until the fraction rite is finished.
7. As the priest (and deacon) distributes the consecrated bread, each EM bows his/her head as a gesture of reverence while responding "Amen" and then reaches out to receive the host. **HOLD THE HOST IN YOUR HANDS** as the Presider prays: "This is the Lamb of God..."
8. The priest will receive first, and then the Eucharistic Ministers will together consume the host. (The communion song will begin while the priest is receiving communion.)
9. The Presider will distribute cups & cloths to all but five (*or three at 12:00 Mass*). Receive with the same posture and act of reverence as described for the bread. Those with cups then minister to anyone next to them who does not have a cup (including the altar servers).
10. The Presider/deacon will give a bread plate to those without cups.
11. When all have either a plate or cup, **move to your stations**.  
*Please remember to serve those with special needs first (those who are seated in the front chairs).*

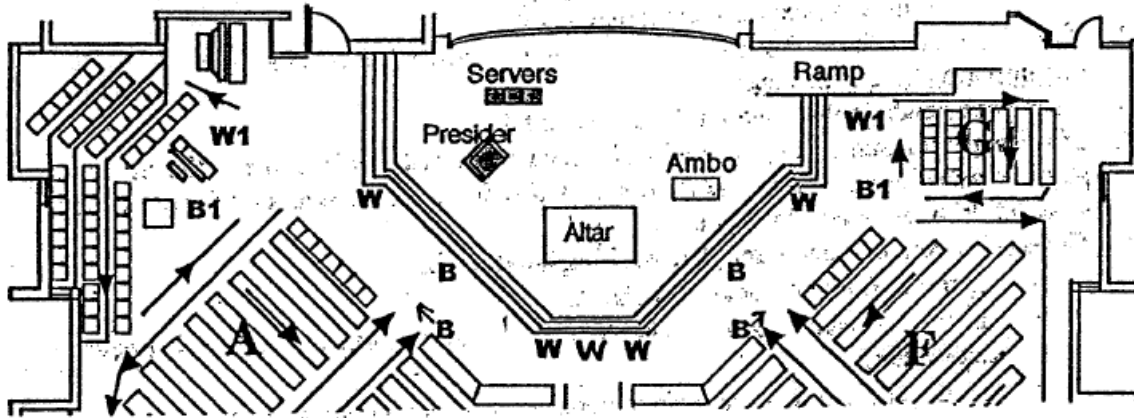
## STATIONS – 5:30, 8:00, & 10:00 Masses

**Two Bread (B)** ministers will be positioned at the front of the intermediate aisle on each side, one standing in the middle of the aisle and one standing 3 feet from the end of the pew and squared to face the aisle. **One Wine (W)** minister will stand at the corner of the altar platform on each side. **Three Wine (W)** ministers will stand at the front of the center aisle. ALL Bread and Wine ministers standing near a step should stand **ON** the step.

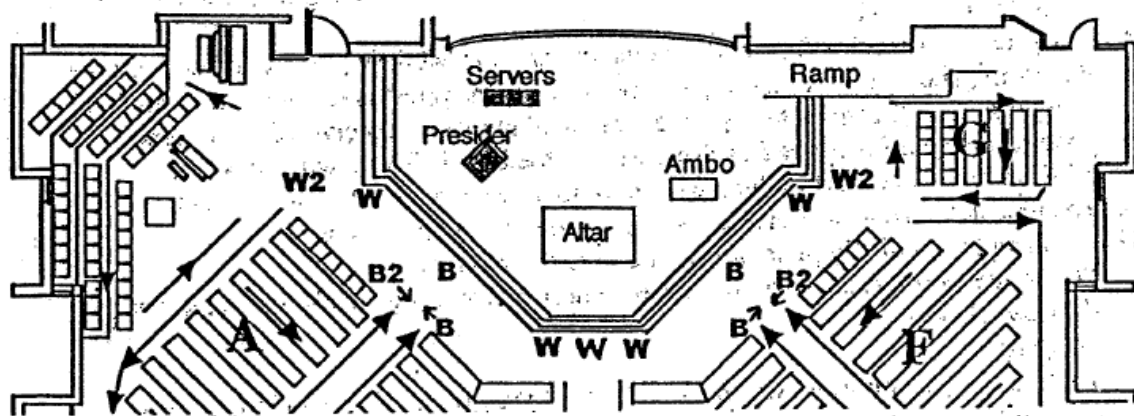
**One Bread (B1)** and **one Wine (W1)** will have two positions.

**First** take positions near the music area on the left\* and near the G section on the right to minister to these sections.

*\*When the music area is used by music groups, they will receive communion right away (with a single cantor remaining to lead the song). When not in use by choirs, this area will serve as additional assembly seating, if needed. A single cantor and keyboardist will insert themselves into the regular communion procession.*

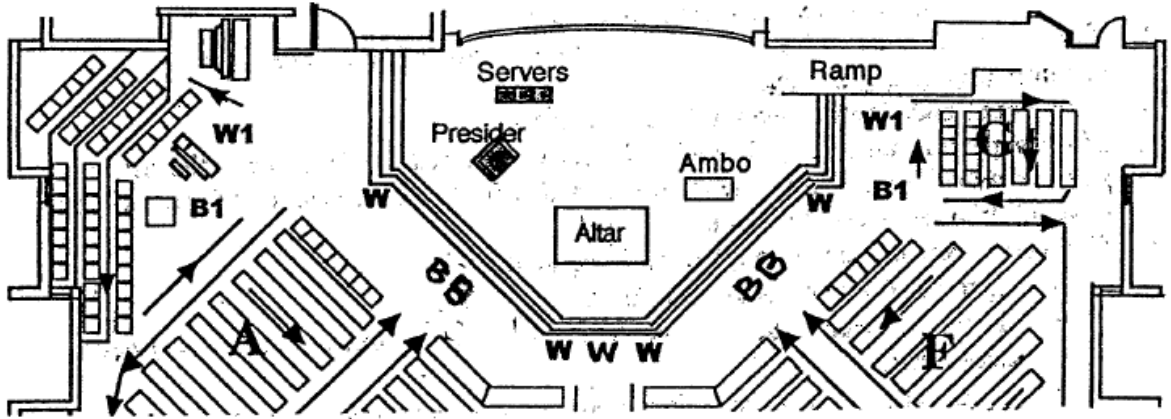


**Second**, move to the locations at the head of the intermediate aisle as shown below as **B2** and **W2**. Again, the bread minister is standing 3 feet from the end of the last chair and squared to face the aisle.



## STATIONS – 12:00 Mass

**Two Bread (B)** ministers will be positioned at the front of the intermediate aisle on each side. **One Wine (W)** minister will stand at the corner of the altar platform on each side. **Three Wine (W)** ministers will stand at the front of the center aisle. ALL Bread and Wine ministers standing near a step should stand **ON** the step. The Bread and Wine ministers nearest the music area on the north side – and nearest the G section of pews on the south side – should minister to those areas first if there are people in these sections.



13. When distributing communion avoid all rush and haste, and make the encounter with each communicant as personal as possible.

**14. Sharing the Bread**

After each communicant has stopped in front of you, raise the bread slightly, look the person in the eye and say, both in a friendly manner and with meaning, “the Body of Christ.” The communicant bows his/her head as a gesture of reverence and responds “Amen.” Then the communicant receives Holy Communion. If a host is dropped while distributing, gracefully stoop down and pick it up. Keep this bread apart so you may consume it or dispose of it reverently afterwards.

Blessing Small Children

If parents come forward carrying a small child you may reach out your hand and touch them saying, “God bless you” or “God be with you.”

Blessing Those Not Receiving Communion

Someone may come forward in the communion procession with their arms crossed over their chest. This is a sign that they will not receive communion but instead wish to receive a blessing. You should reach out your hand and touch them on the head or shoulder and say, “God bless you” or “God be with you.”

**15. Sharing the Cup**

After the communicant has stopped in front of you, raise the cup slightly, look the person in the eye and say, “the Blood of Christ.” The communicant bows his/her head as a gesture of reverence and responds “Amen.” Allow the communicant to take the cup with both hands, but for smaller children or older people you may want to help guide the cup. After the communicant drinks and returns the cup to you, wipe both sides of the rim with the purificator cloth and turn the cup slightly before repeating the procedure.

*A few may take the host in their fingers and dip the host into the cup. This practice, known as intinction, is discouraged because it does not fully express the meaning of Jesus’ words to “take and drink.” But if the situation presents itself, let it happen. Alert the Presider after Mass.*

16. If you run out of bread, go to another bread minister to get more hosts. Do not take hosts from the altar or out of the ciborium.

17. If you finish at your station and have bread or wine remaining, look to see if anyone else still has a long line. If so, go and assist at that station.

18. When finished, return everything to the credence table. Bring any remaining bread to the altar for the Presider to put in the glass ciborium before placing the plate on the credence table. Consume any remaining wine.

19. Return to your place in the assembly.

20. EM #2 waits near the altar area as the priest/deacon puts the remaining hosts into the ciborium and then:

- Carries the ciborium to the Blessed Sacrament Chapel
- Places the ciborium inside the tabernacle
- Genuflects (or bows if not able to genuflect) before the opened tabernacle
- Closes and locks the door, leaving the key in the lock.

21. **IMPORTANT:** Bread ministers will serve as sacristans. After Mass carry the communion vessels into the working sacristy to be purified and washed. Instructions are posted on the wall above the sink in the sacristy. The large communion plate and wine flagon will need to be taken to the vesting sacristy before leaving.

### **Responsibilities of a Lead Eucharistic Minister**

- Arrive 15-20 minutes before Mass and position yourself near the sign-up sheet on the Liturgy bulletin board in the Gathering Space to encourage EM's to sign up for that Mass.
- Serve as a resource person for all other EM's as they sign up.
- During the singing of the Lamb of God, come forward to the altar immediately after washing your hands at the credence table. Pour the wine into the vessels (if no Deacon is present). Place the empty wine flagon on the credence table.
- You are scheduled for this ministry. If you are unable to minister when scheduled, it is your responsibility to find a sub or switch with someone for another Mass time or another weekend. The schedule contains names, phone numbers, and email addresses for your reference.

**THANK YOU FOR YOUR MINISTRY!!!**

~ St. Pius X Liturgy Office