

GUIDELINES FOR EUCHARISTIC MINISTERS OF COMMUNION

St. Pius X Catholic Church

(January 2009)

1. Sign in on the Liturgy bulletin board posted in the Gathering Space when 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 serves as a minister of the cup and therefore **one less Eucharistic Minister is needed.***

sample sign-up sheet:

EUCHARISTIC MINISTER SIGN-UP SHEET	
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) comes to the altar and pours 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 pours the wine.
5. The **second person** signed up (before washing hands):
 - goes directly from their place in the assembly to the Blessed Sacrament Chapel
 - unlocks and opens the tabernacle door
 - genuflects (or bows if not able to genuflect) before the tabernacle
 - takes the ciborium from the tabernacle (leaving the door open) and carries it to the sanctuary. Place the ciborium on the altar, near the priest or deacon.
 - goes to the credence table to wash their hands.

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 Presider 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 Presider receives first, and then the Eucharistic Ministers together consume the host. (The communion song begins while the Presider is receiving communion.)
9. The Presider distributes cups & cloths to all but five EM's (*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 gives a bread plate to those without cups. It helps the Presider if you come forward a step or two to receive the plate.
11. When all EM's 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

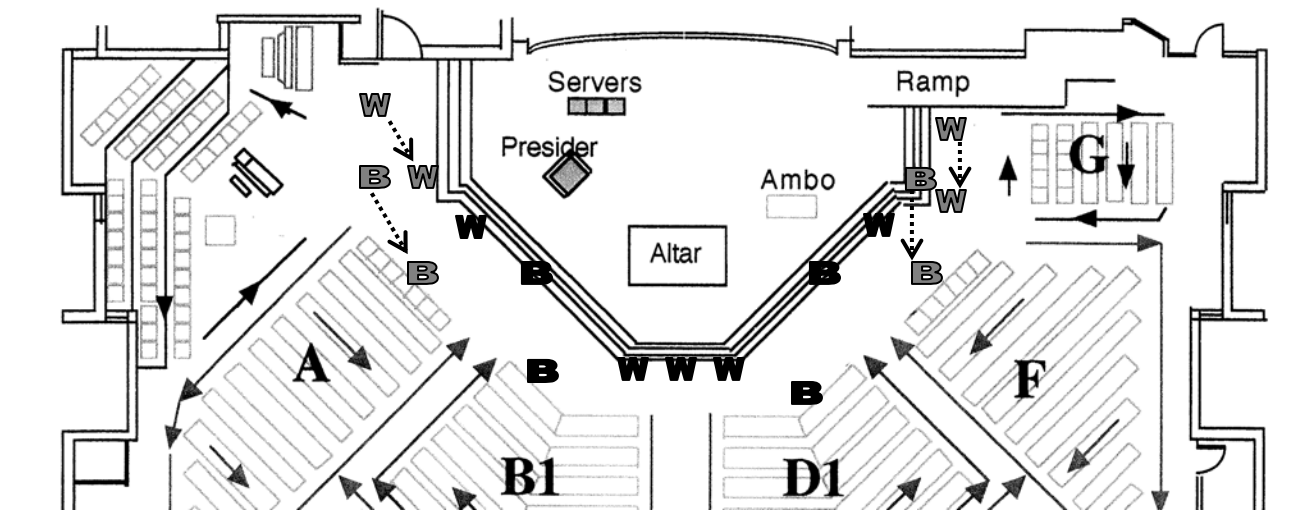
Two Bread (B) ministers are positioned at the front of the communion aisle on each side, one standing in the middle of the aisle and one standing 3 feet from the end of the pew and squared to face the aisle. **One Wine (W)** minister stands at the corner of the altar platform on each side. **Three Wine (W)** ministers stand at the front of the center aisle. ALL Bread and Wine ministers standing near a step should stand **ON** the step. Wine ministers should be mindful that they're spaced far enough away from the Bread ministers that they don't create a traffic jam if a line of people forms to receive wine.

One Bread and one Wine have two positions:

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

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

Second, move to the locations at the head of the communion aisle. 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

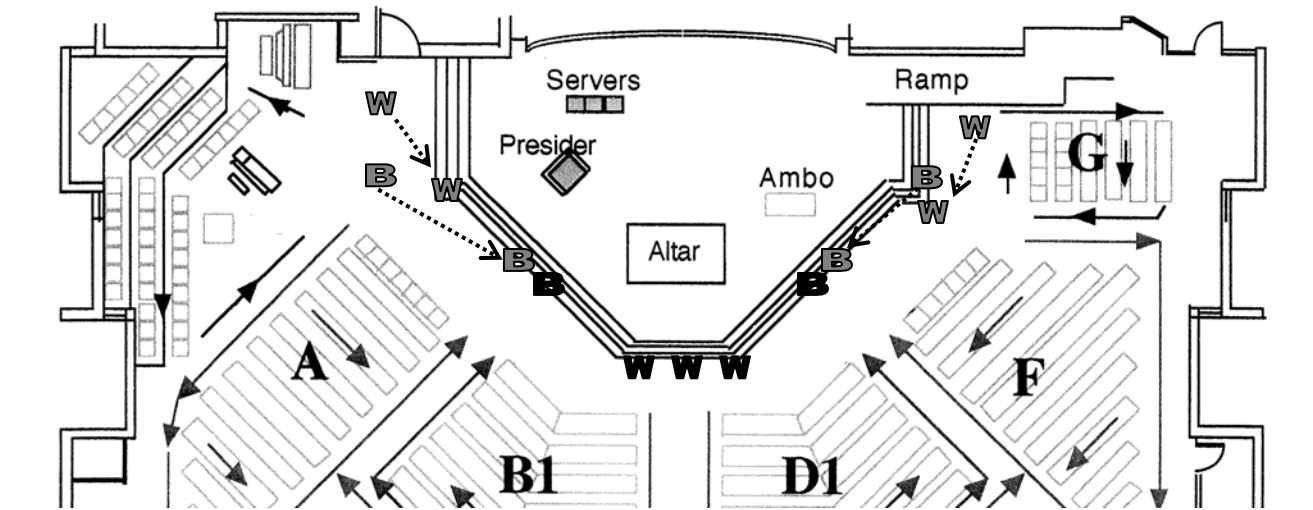
Two Bread (B) ministers are positioned at the front of the communion aisle on each side. **One Wine (W)** minister stands at the corner of the altar platform on each side. **Three Wine (W)** ministers stand at the front of the center aisle. ALL Bread and Wine ministers standing near a step should stand **ON** the step. Wine ministers should be mindful that they're spaced far enough away from the Bread ministers that they don't create a traffic jam if a line of people forms to receive wine.

One Bread and one Wine have two positions:

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

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

Second, move to the locations at the head of the communion aisle.



13. When distributing communion, avoid all rush and haste. 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 – if they seem comfortable – 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. 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 give the cup a quarter turn 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, bring any remaining bread to the altar for the Presider to put in the glass ciborium. Consume any remaining wine. Return everything (empty plates & cups, purificators) to the credence table.

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 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 need to be taken to the vesting sacristy before you leave.

Responsibilities of a Lead Eucharistic Minister

- 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.
- 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.

Thank you for sharing your time and talent with our parish through this ministry!

~ St. Pius X Liturgy Office