

GUIDELINES FOR EUCHARISTIC MINISTERS OF COMMUNION

St. Pius X Catholic Church

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.*

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, the deacon 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 EMs 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. The Lead EM stands at one end of the semi-circle, near the Presider's chair.
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 EMs (*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). The Lead EM will receive the cup with a small piece of host in it.
10. The Presider gives bread plates to those without cups. It helps the Presider if you come forward a step or two to receive the plate.

11. When all EMs have either a plate or cup, **move to your stations.** The Lead EM takes the far station nearest the organ; other EMs take other stations as shown on the maps below. Please remember to serve bread and wine to those with special needs first: those with wheelchairs, walkers, crutches, etc. Also serve any person(s) who may be with them.

STATIONS – 5:30, 8:00, & 10:00 Masses

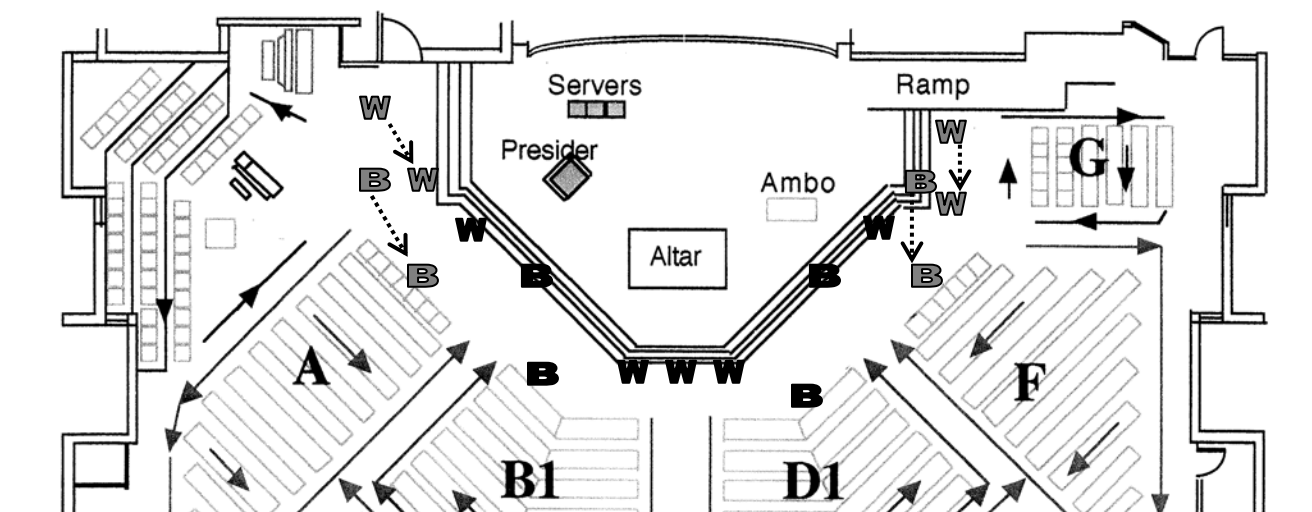
Two Bread (B) ministers are positioned at the front of the communion aisle on each side, one standing in the middle of the aisle and one standing 3 feet from the end of the pew and squared to face the aisle. **One Wine (W)** minister stands at the corner of the altar platform on each side. **Three Wine (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

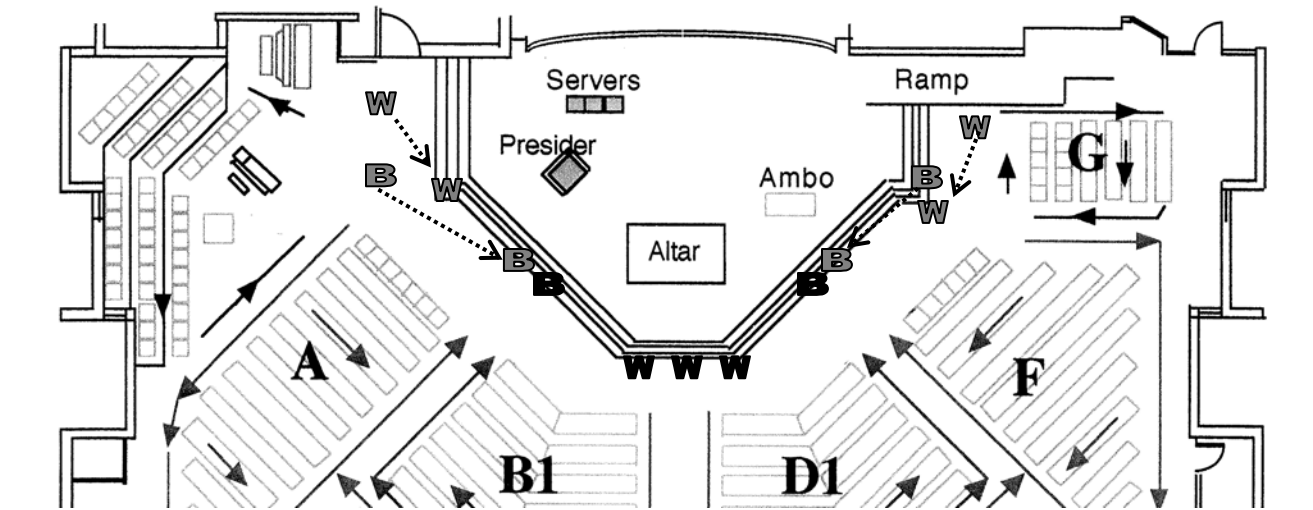
Two Bread (B) ministers are positioned at the front of the communion aisle on each side. **One Wine (W)** minister stands at the corner of the altar platform on each side. **Three Wine (W)** ministers stand at the front of the center aisle. ALL Bread and Wine ministers standing near a step should stand **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.

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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.



SUMMER (Memorial Day through Labor Day)

5:30 – 4 plates, 5 cups (like noon setup)

8:00 – 4 plates, 5 cups (like noon setup)

10:00 – 6 plates, 7 cups

12:00 – 4 plates, 5 cups

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

14. Sharing the Precious Body

After each communicant has stopped in front of you, raise the host 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 the Precious Body. If a host is dropped while distributing, gracefully stoop down and pick it up. Keep this host 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 Precious Blood

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 hosts, go to another minister to get more. Do **not** take hosts from the altar or out of the ciborium.

17. If you finish at your station and have Precious Body or Precious Body remaining, look to see if anyone else still has a long line. If so, go and assist at that station. Note: The Lead EM may not move to another station.

18. When finished, bring any remaining hosts to the altar for the Presider to put in the glass ciborium. Consume any remaining Precious Blood. 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: Ministers of the Precious Body 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.

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

~ St. Pius X Liturgy Office

Guidelines for Lead Eucharistic Ministers

St. Pius X Catholic Church, Cedar Rapids, IA

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. For your reference, the schedule contains names, phone numbers, and email addresses.

Arrive 15-20 minutes before Mass and position yourself near the sign-up sheet on the Liturgy bulletin board in the Gathering Space. Check off your name on the weekly sign-in sheet. Then sign up as EM #1 and, as other EMs arrive for Mass, encourage them to sign up as well. Sample sign-up sheet:

5:30 p.m. Saturday	
1. _____ (LEAD EUCHARISTIC MINISTER)	
* Find enough EMs before Mass	
* Pour Precious Blood unless there's a deacon	
* Receive the chalice with a piece of host in it	
* Stand on the far end by the organ; do not move to any other station	
2. _____	
* Transfer the Blessed Sacrament to and from the Chapel	
3. _____	8. _____
4. _____	9. _____
5. _____	10. _____
6. _____	11. _____
7. _____	12. _____

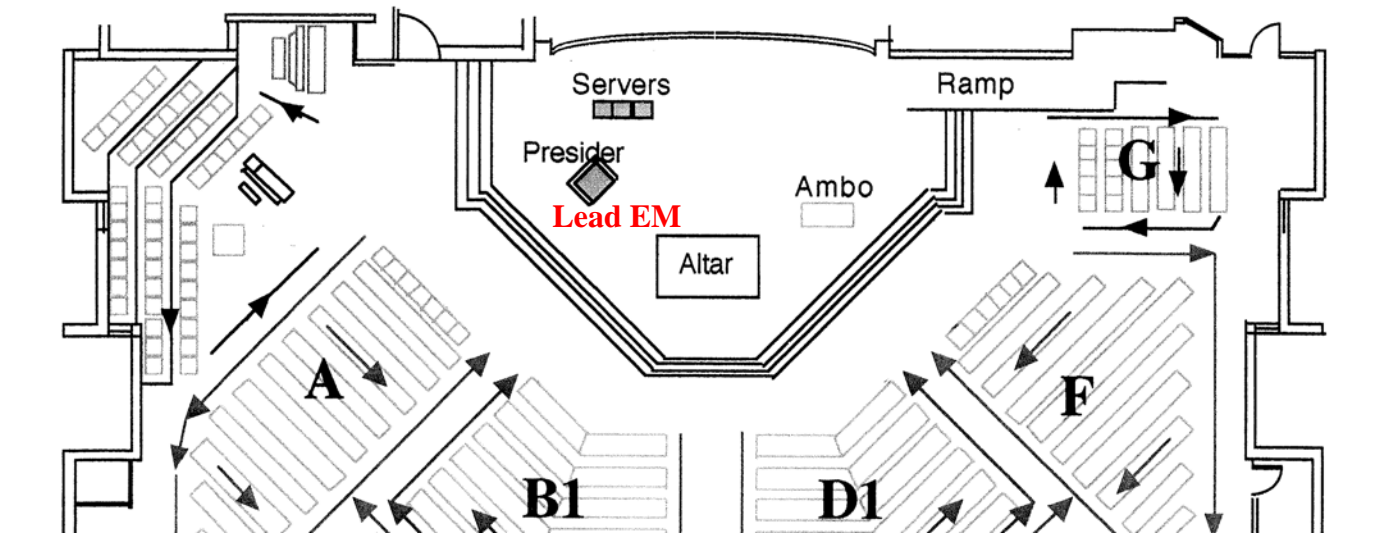
If there is a deacon at Mass, the sign-in sheet will look like this:

5:30 p.m. Saturday	
1. _____ (LEAD EUCHARISTIC MINISTER)	
* Find enough EMs before Mass	
* Pour Precious Blood unless there's a deacon	
* Receive the chalice with a piece of host in it	
* Stand on the far end by the organ; do not move to any other station	
2. _____	
* Transfer the Blessed Sacrament to and from the Chapel	
3. <u>Deacon</u> _____	8. _____
4. _____	9. _____
5. _____	10. _____
6. _____	11. _____
7. _____	12. _____

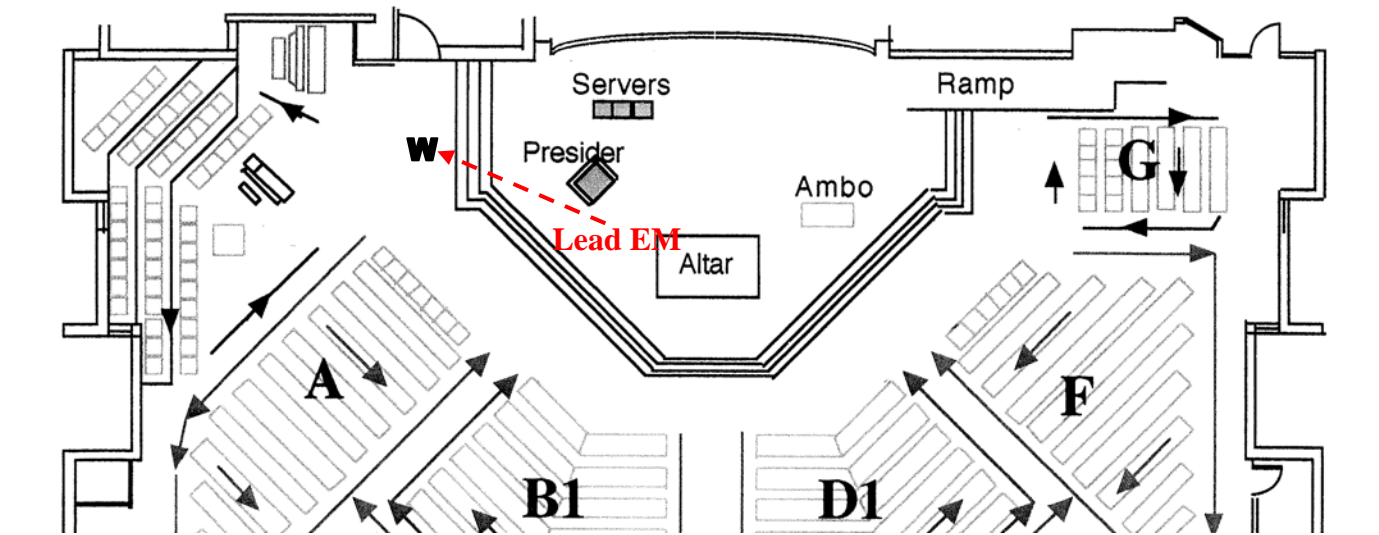
Notice that the Deacon assumes your "pour Precious Blood" responsibility and signs up as EM #3. The other Lead EM responsibilities remain yours.

Make sure we have enough EMs signed up before Mass begins. Serve as a resource person for all other EMs 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 Precious Blood into the vessels (if no Deacon is present). Place the empty pitcher on the credence table. During this time the rest of the Eucharistic Ministers stand in a "U" shape. You stand at the end of the "U" on the music side, next to the Presider's chair (see diagram below).



The Lead EM receives the chalice (cup) that Father used, which contains a piece of the host in it. Your station during communion is on the end by the organ (see diagram below). Our parishioners with Celiac disease or wheat allergies know this is your location and will not drink from this cup.



If other EMs attempt to stand at your station, kindly point them to another station. Explain that you are the Lead EM and this is your assigned station.

If you have Precious Blood remaining after your section is finished going to communion, do NOT move to another station. Instead, consume the Precious Blood and place the empty cup on the credence table. Our parishioners with Celiac disease or wheat allergies have been told which cup contains the piece of host, and that the other cups are safe to drink from. If we begin shifting the cups, our parishioners will be in danger of ingesting the regular host which contains gluten (wheat).

After Mass, stay and help purify and wash the communion vessels. Answer any questions that other EMs have about this procedure.