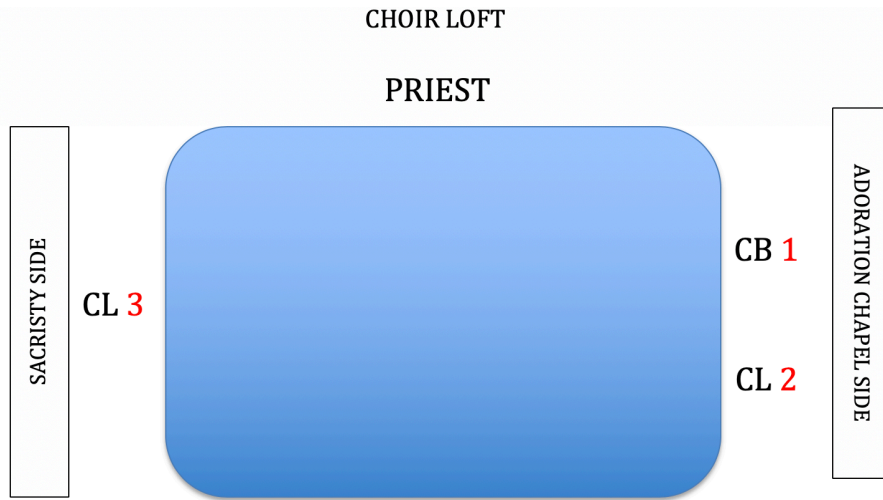


Weekends

Ministers Assigned Positions for Saturday Mass 5:00 PM

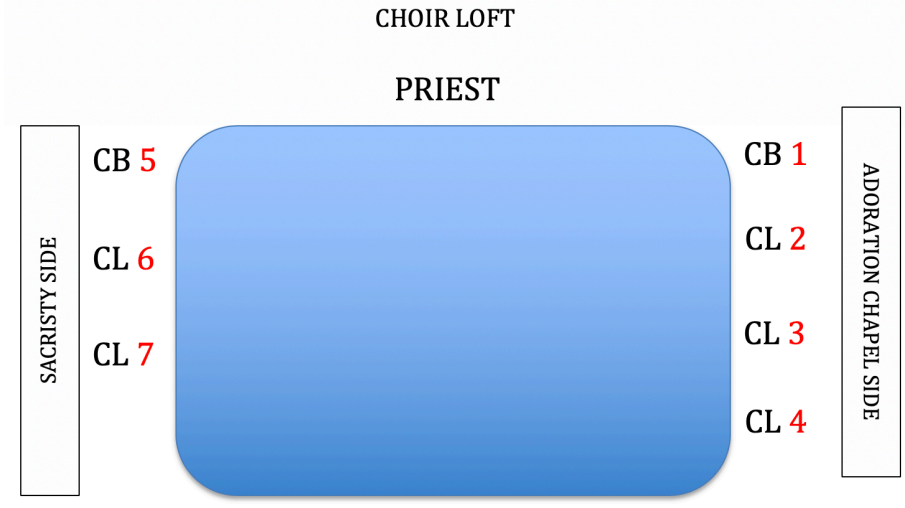


CB 1 – Minister contacts everyone assigned to the group the day before mass to remind sacred ministers that they are scheduled to serve in the mass. Minister will arrive thirty minutes before the mass to prepare to setup for the mass. Minister leads the group of Ministers in pray before the mass. If another Priest or a Deacon is present, the Minister will not assist the Priest by going to the tabernacle to bring the host to the altar. The Minister will not help the Priest in the distribution of communion.

CL 2 – Minister will stand by the window to help distribute the Precious Blood on the side that the Priest is present (Sacristy side of the church).

CL 3 – Minister will stand by the window to help distribute the Precious Blood on the side that the CB1 Minister is present (Adoration chapel side of the church).

Ministers Assigned Positions During the Following Sunday Masses 8:00 AM, 9:45 AM, 11:30 AM, 1:00 PM



CB 1 – Minister contacts everyone assigned to the group the day before mass to remind sacred ministers that they are scheduled to serve in the mass. Minister will arrive thirty minutes before the mass to prepare to setup for the mass. Minister leads the group of Ministers in pray before the mass. Minister also assists the Priest by going to the tabernacle to bring the host to the altar. Minister also helps serve the Body of Christ to the Handicap and goes to the cry room to help serve communion.

CL 2 – Minister helps the CB1 position by communicating the Precious Blood to the Handicap and also serves in the cry room.

CL 3 – proceed to the bottom steps to communicate the precious blood at the bottom corner of the altar

CL 4 – proceed to the bottom steps to communicate the precious blood against the wall near the window.

CB 5 – If a Priest or Deacon is present; this position is designated to him. If the choir is present during the mass, this position will serve the choir

members first. Then, proceed to the adoration side of the church to give the Body of Christ to members sitting on the side pews. Lastly, this position will join the Priest to help in distribution of communion to the rest of the church.

CL 6 – proceed to the bottom steps to communicate the precious blood at the bottom corner of the altar

CL 7 – proceed to the bottom steps to communicate the precious blood against the wall near the window.

Ministers Assigned to the Sacristy for Cleaning the Vessels

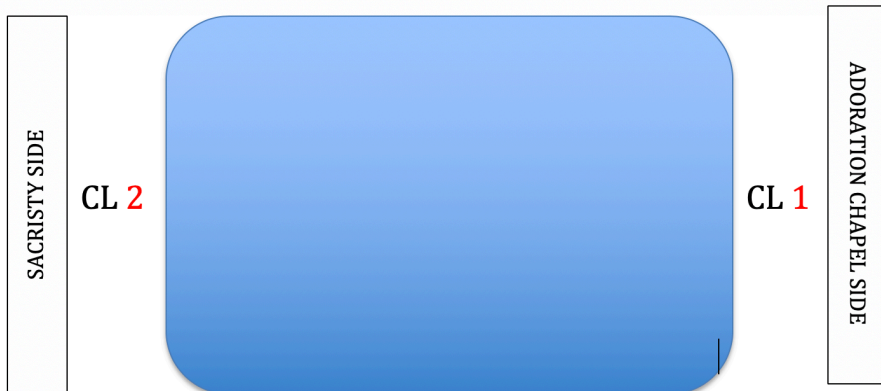
CL2 and CL7 positions are assigned remain in the Sacristy to clean all vessels used during the mass.

Weekdays

Ministers Assigned Positions for Daily Masses 8:30 AM, 7:00 PM

CHOIR LOFT

PRIEST



There will be no minister needed to go to the Adoration chapel to carry the Sacred Host to the Altar. The Priest will only do this assignment unless he requests help. Daily mass Ministers will only help with the distribution of the Sacred Blood. A Daily Mass schedule will be posted in the vestibule and Sacristy area.

Minister Routine for the Mass

1. Arrive to church 15 minutes before the start of mass and remain in the vestibule for other Ministers to arrive.
2. All ministers scheduled to serve will form a prayer circle and pray together before mass start.
3. Approach the altar during the sign of peace and bow together before approaching your assigned position. Please don't move to your assigned position until the Lamb of God is done.
4. Kneel on the first step until the celebrant receives communion from the chalice at which time everyone is to step up to the top of the altar
5. Allow two people to remain in the sacristy to clean the sacred vessels.

Be cheerful and observant. Adjust to any changes as need!

Parish Ministry Schedules

New schedules are prepared and published to all Ministers of the Sacred Communion on a quarterly basis. Ministers will be notified for Availability requests every quarter. All requests will be sent to the Secretary by the specified time.