

Liturgical Ministry Guidelines and Procedures

St. Rose Catholic Church

EXTRAORDINARY MINISTERS OF COMMUNION

I Background Information from documents of the Catholic Church

The formation of the People of God and the ministers of the altar, must, therefore, be unlike any educational endeavor. Liturgical formation “must above all be spiritual,” though a familiarity with the rites and patterns of the prayer of the Mass is essential. Good liturgy is the product not so much of a well-known rubric as much as a well-trained heart. (Introduction to the Order of Mass)

In this ministry, you must be examples of Christian living in faith and conduct; you must strive to grow in holiness through this sacrament of unity and love. Remember that, though many, we are one body because we share the one bread and one cup. As ministers of Holy Communion be, therefore, especially observant of the Lord’s command to love your neighbor. For when he gave his body as food to his disciples, he said to them: “This is my commandment, that you should love one another as I have loved you.” (Book of Blessings #1875)

II Who is an Extraordinary Minister of Communion?

It is easier to answer this question by first stating who are the *ordinary* ministers of communion. Bishops, priests and deacons, by virtue of their ordination, are the ordinary or usual ministers of communion at Mass. When the size of the assembly or the incapacity of the ordinary ministers requires it, the priest may call upon *extraordinary* (“out of the ordinary”) ministers to assist him in the distribution of Holy Communion.

III Extraordinary Ministers of Communion should:

- + be sincere Christians, persons known from their goodness, who seriously follow the Christian way of life. They should be at ease with other people.
- + be faithful Catholics who have reached the age of 18 and received the sacraments of initiation: Baptism, Confirmation, and Eucharist, and participate regularly in the sacramental and liturgical life of the Church. (Diocese of Green Bay Guidelines)

IV Practical Considerations

A. Check-in (coming soon...)

All liturgical ministers are to sign in at the Liturgical Ministry area in the gathering space 10 minutes before mass begins.

B. Prayer before Mass

All liturgical ministers will gather in front of the sacristy 5 minutes before mass begins with the presider, servers, and parish director or pastoral associate to pray together.

C. Distribution Procedures

- + Communion ministers are to come forward immediately following the sign of peace. Please use the hand disinfectant located by the piano, then move to the sanctuary and stand on the left side of the altar.
- + The *Bread Steward* will bring the reserved Eucharist from the tabernacle and place it on the altar off to the side.
- + Presider will first distribute the bread and wine to the *Wine Steward*, and then to the ministers in the sanctuary. The *Wine Steward* will follow and distribute the cup to the ministers.
- + After receiving the bread and the wine, ministers take their bowl or cup and move to the appropriate position.
- + The distribution formula is as follows:

Bread

The minister holds up the host saying, “The Body of Christ” and places the host in the individual’s hand or on their tongue.

Wine

The minister presents the cup saying, “The Blood of Christ”. When the individual returns the cup, the minister wipes the rim of the cup and rotates it before presenting the cup to the next person.

- + Individuals who cannot receive the blood and wine may come forward with their arms crossed over their chest. This means they need to receive a blessing. Offer a simple blessing such as, “May the Lord bless and keep you this day and all the days of your life.” It is important that you bless every child who does not receive the Eucharist.

- + Bread ministers: when you are finished distributing the bread to the assembly, return your plate to the altar. *Bread Steward* will wait until all the remaining Eucharist is placed in the ciborium and then return it to the Tabernacle.
- + Cup ministers: if you have wine left over when you have finished distributing the cup to the assembly, please consume what is left at your place and then return the cup to the altar.
- + Following liturgy **all** communion ministers are asked to help with the cleaning of the vessels.

*****NOTE:**

If someone accidentally drops a host—please pick it up and consume it. If you are not comfortable doing that, keep it separate and give it to the presider to consume.

If the precious blood is spilled on the carpet, place the purificator over the spill. The server will bring you another purificator. Let the parish director or pastoral associate know immediately following the liturgy so that the spill can properly be cleaned up.

V Substitutes

It is important for the Community that you minister on the dates that you are scheduled. If you cannot minister when you are scheduled, you are responsible for finding a substitute. A list of Extraordinary Ministers is included with your schedule.