

# ALTAR SERVER SUMMARY

## **Arrival Time:**

15 minutes before Mass.

Put all the things needed for Mass on the server's table. Refer to the MC checklist, and check off what you do.

## **Cross:**

The cross is top-heavy. **Handle it carefully.** One hand about shoulder/chin level and one hand lower down will help keep it steady. The cross stays in the church. Use the middle aisle when you are carrying it.

## **Entrance Procession:**

The Cross leads the procession. Take small steps to process slowly.

Stop at the steps, wait for the priest. If you don't have the cross, bow with him. If you do have the cross, bow your HEAD, but not your body – don't let the cross dip forward!

## **Gloria:**

Near the end of the song, get the sacramentary (big red book) and stand behind the priest so that you are ready when he says "Let us pray".

## **"Let Us Pray":**

Hold the sacramentary for Fr. Be careful - it's heavy!

## **While the Ushers are taking up the collection:**

Move the plastic stand to the lower shelf of the server's table

Put on the altar:

1. Cups
2. Purificators (cloths)
3. Sacramentary (priest's book)

## **Gifts:**

One server goes with Fr. to get the gifts. He will give you the collection basket. Put it in front of the altar.

## **During the Eucharistic Prayer:**

PAY ATTENTION. Be ready to do these things:

1. Put the water pitcher on the corner of the altar. Turn the handle toward Fr.
2. Take the things Fr. puts on the corner of the altar (water, wine container, lid)
3. Wash Fr's hands.

## **Cushions:**

It is your choice whether to stand or kneel. You can use the seat cushions if you choose kneeling.

## **Sign of Peace:**

Put the 2<sup>nd</sup> bread bowl on the altar.

Then take your place with the other ministers to receive Communion.

## **Communion:**

Take everything off the altar except the ciborium (gold container).

Put the sacramentary on the table by the priest.

Be seated during Communion.

**After Communion:**

You may need to move out of the way when the Emins bring the bread/wine back to the server's table.

**“Let Us Pray”:**

Hold the sacramentary again for Fr.

**Final Hymn:**

Go with the priest to the bottom of the steps and wait for him to bow. Same as the Entrance – if you have the cross, just bow your head. Then the servers lead the group out.

**After Mass:**

You can help bring the vessels (cups and bowls) into the sacristy, where the Eucharistic ministers will wash them. Carefully blow the candles out - don't splash the wax on the altar cloth!

Check to see if anything else needs to be done.

**Albs:**

Fasten the neck on the hanger so that it doesn't fall on the floor!! Hang yours to the right of the divider with your size on it.

**FYI – Some Church Vocabulary**

ALB - the robes worn by servers. Albs represent our baptismal garments, the white gown that parents dress their child in when the child is baptized.

CINCTURE - belt that looks like rope

CONSECRATED - a word that means "blessed." At Mass, the priest says special prayers of blessing in the name of all the people to "consecrate" or bless the bread and wine. It is at this time when we ask God to change our simple gifts of bread and wine into the body and blood of Christ. We ask God to also change our hearts - so that we too can become the body and blood of Christ for one another - sharing in the ministry of Jesus and the mission of the Church.

CIBORIUM—special container for consecrated hosts.

CRENCE TABLE - the server's table where the wine cups and bowls are kept during mass

CRUET OR WINE DECANTER - the container the wine is carried in

HOLY WATER - water that has been blessed by the priest

PURIFICATOR - small clothes used to wipe the wine cups during communion

SACRAMENTARY - book of prayers Father uses during mass. You hold this for him.

SACRISTY - the room where the priest and other ministers get ready for Mass.

TABERNACLE - the special place where the consecrated hosts are kept after Mass.

VESSELS - another name for any of the wine cups or bread bowls

VESTMENTS - the special garments the priest wears at Mass. He wears an alb (like the servers), a chasuble (the colored outer garment) and a stole (the vestment that he wears around his neck)