

CANTOR

Practice

Sit in the pew for the homily

Stand at the lectern the rest of the time

Kneel when the deacon kneels for the consecration.

LECTOR

Process in with the priest

Bow or genuflect with the priest

Go to your place when he moves to the chair

Use the central aisle when possible

After the Opening Prayer is the First Reading

After the Responsorial Psalm is the Second Reading

Stay at the ambo if there is only one lector

If there is no deacon the Second Reader does the Prayers of the Faithful –return to your seat after the Priest's Prayer

Do not recess out with the priest

EUCCHARISTIC MINISTER

At Paulding – no need to process in

When I pick up the chalice to receive communion come into the sanctuary

Antwerp – no need to line up in the aisle

(Looking at the altar) One person on the left will distribute the Precious Blood; one (or two) on the right will distribute the Precious Body

Purification of the Communion Cups is the same

When done go directly to your seats

If you are present at the reposition of the Blessed Sacrament preference goes to a genuflection rather than a bow

USHERS

Try to be present 30 minutes early to greet and seat people

Payne – be in the aisles to indicate where empty seats are. People coming in the east door don't know where seats are in the west aisle.

Always be watchful for people having problems

Collection is done the same BUT "try" to get people from the family who the intension is for to bring up the gifts

Paulding – ushers do not need to lead them up

Antwerp – no need for the cross to lead them up

Ushers if you are standing you need to kneel during the Eucharistic Prayer

Paulding – at communion you do not need to let people out row by row

Ushers under the age of 13 need to have adult supervision

SERVERS

Be ready no later than 15 minutes before Mass and have everything in place.

Pay attention to what Father tells you; if there is anything special he will let you know.

At the Processional stand two feet (?) in front of the altar. When Father kisses the altar go to your places. No need for the ministers to bow at that time.

The candles at Antwerp and Payne are the same but at Paulding place them by the altar.

At the gospel no one will do anything with the candles.

At Offertory at Antwerp the cross need not go to the back

At the Eucharistic Prayer kneel at your place.

Payne kneel at the side of the altar not on the front steps.

At the Consecration ring the bells three times

During communion kneel

All the rest is the same

After Mass make sure that all things have been put away and the candles are put out.