

The Role of Alter Server

Clothing: Comfortable; no shorts or athletic wear; appropriate shoes

Mindset: Respect, Reverence, Service, Participation

Please arrive **15 minutes** prior to your scheduled Mass. Upon arrival go into the Sacristy and sign your name next to where it's printed in the Ministry Schedule Binder. Next, go into the Dressing Room and put on a black cassock followed by a white surplice.

- Five minutes before Mass begins, wait at the rear pews with the Eucharistic Ministers.
- Listen for the bell in Church to ring.
- Once the people begin to sing, slowly process (walk) to the altar and bow.
- Candle bearers will place the candles on the step, and go to their seats.
- The Cross Bearer will place the cross in the floor stand and sit in his/her seat.
- Remember that the Cross Bearer always leads, and the Crucifix faces the people of the Church.

Cross Bearer:

- After the Prayer of the Faithful, get the Chalice and bring it to the priest.
- Walk with the priest to the top step of the altar to wait for the gifts.
- After the priest receives the gifts, he will hand them to you.
- You put the gifts on the altar and return to your seat.
- Your next job will be to ring the bells during the Eucharistic Prayer.
- After you hear the words, "Take this, all of you, and eat of it, for this is my body which will be given up for you." **RING THE BELL Loudly, once**
- After you hear the words, "Take this, all of you, and drink from it, for this is the chalice of my blood, the blood of the new and eternal covenant, which will be poured out for you and for many for the forgiveness of sins. Do this in memory of me." **RING THE BELL Loudly, once**

Candle Bearers:

- After the Prayer of the Faithful, get the candles and walk to the back of the Church to get the gifts. (Remember, candles should always be side by side.)
- When you return to the altar with the people carrying the gifts, you should be on either side of the aisle facing each other.
- After the priest take the gifts, go back on the altar and return the candles to the step.
- Get the water and wine cruets from the table (Stand by the altar.).
- Give the priest the wine first, then the water.
- Return the wine cruet to the table. The server with the water now gets the bowl. The server who had the wine gets the towel. The server with the water pours the water on the priest's hands. The server with the towel then hands the towel to the priest.
- Bow to the priest then put everything back on the table and return to your seat.
- After the Our Father, go to the altar to offer the priest a sign of peace. Return to the step and kneel.
- After the "Lamb of God" prayer, and the priest receives Holy Communion you approach the altar to receive Communion. Return to the step and kneel.
- After everyone receives Communion, the server sitting closest to the priest gets the water cruet and gives it to the priest to clean the chalice
- The next closest server to the priest gets up and takes the ciborium (bowls for Communion) from the priest. Very carefully, return all items to the table.

Mass Ends:

- As soon as you hear the priest say, "LET US PRAY", all servers, get the cross and candles and walk half up the aisle at least 6-7 pews. Turn around and face the altar. Wait for the Eucharistic Ministers, Lector and Priest to line up and bow, then turn around facing the back of the Church) and slowly process (walk) out of the Church.