

St. Francis de Sales Catholic Church

Extraordinary Ministers of Holy Communion

You have agreed to serve the Church as an Extraordinary Minister of Holy Communion during Mass. In doing so, you take your place in a long line of disciples who enjoyed the company of Jesus, listened to His word, wondered about His commands, cared for His people, and did what He asked.

This ministry puts you at the center of the Church's life. The celebration of the Eucharist on the Lord's Day is our most important activity. We gather on the day of the Resurrection to express our belief in eternal life. We listen to the word of God. We give thanks for life and salvation.

The Catholic belief about the Eucharist is at the center of our faith. The New Testament tells us that Jesus gathered His disciples on the night before He died and shared a meal with them. He took, blessed, broke, and gave the bread, saying, "This is my body." Sharing the cup, He said, "This is my blood." All ate and drank, and Jesus commanded them, "Do this in memory of me."

We believe that Jesus intended us to do what He did. We gather to eat and drink a sacred meal, His own body and blood. The Eucharist is the 'Source and Summit' of our faith.

Extraordinary ministers of Holy Communion shall be baptized and confirmed Roman Catholics who regularly share in the Eucharist. They shall embody a mature Christian lifestyle of faith and charity, devotion and morality, service and stability, and live in ways that reflect both love for the Eucharist and love for and desire to serve Christ in others. Men and women who reflect a cross section of age, ethnicity and race are to be considered equally.

Words to Know:

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| Chalice | | Communion cup |
| Ciborium | | vessel for Eucharist that is goblet shaped (plural: ciboria) |
| Corporal | | white cloth placed on the altar over the altar cloth |
| Paten | | vessel for distribution of Holy Communion that is saucer-like in shape |
| Purificator | | small cloth used to wipe the chalice at Communion time |
| Pyx | | small container used to transport the Eucharist |
| Sacristan | | person who sets out the items needed for Mass |
| Sacristy | | rooms in which the priest and servers get ready for Mass |
| Sanctuary | | raised area around the altar |
| Tabernacle | | special vessel where the Eucharist is reserved |

Reminder to all Extraordinary Ministers of Holy Communion:

- *As you prepare for Mass, it is recommended that you take some time to pray and reflect on what an awesome privilege it is to receive the Holy Eucharist and minister it to others.*
- *As you choose an outfit to wear, be sure it reflects the dignity of the ministry you will be undertaking. Avoid wearing anything that would likely distract your fellow worshipers. **Shorts, flip flops and jeans are not appropriate attire, so please do not wear them.***

Procedures:

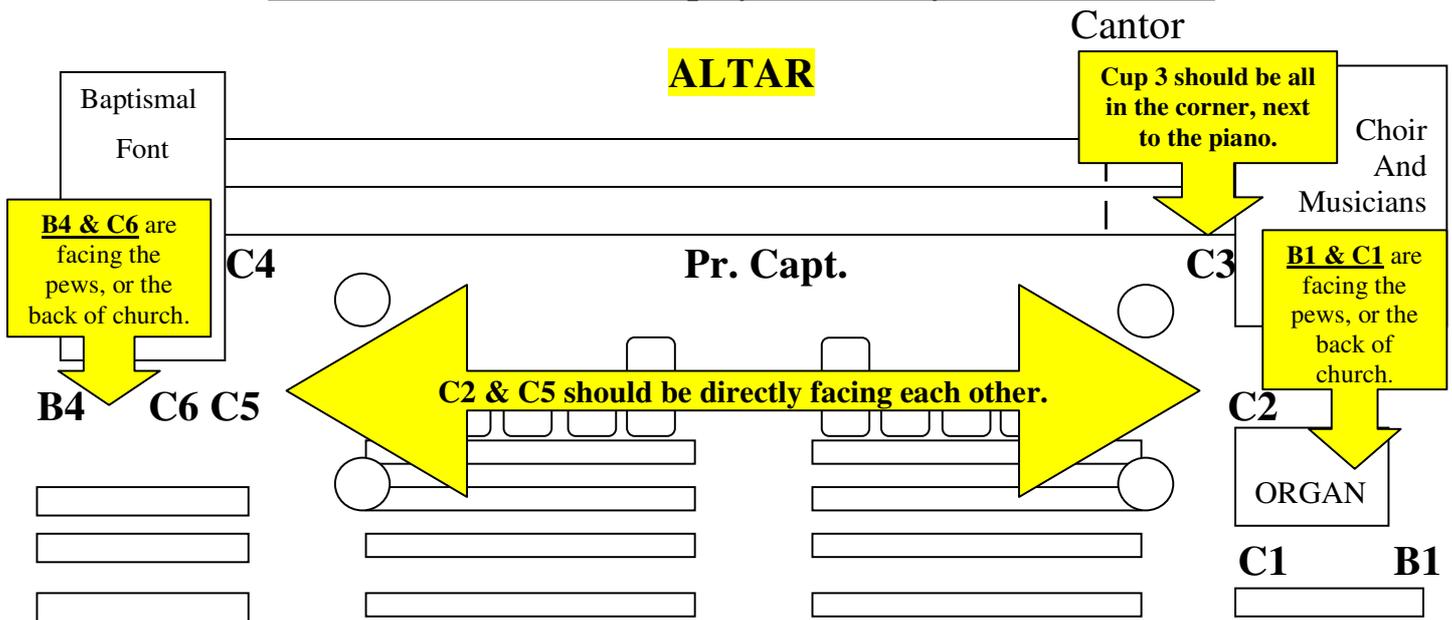
Before Mass:

- If you cannot serve at your designated time, please find a replacement and inform the captain.
- **Arrive 15 minutes** before Mass begins and sign-in with the captain at the EMC station. Please try not to be late so the captain doesn't have to find a replacement for you. **If you are not signed-in by 10 minutes before Mass, the captain will find a replacement for you.**
- Find out if there are any changes from the ordinary (baptisms, RCIA rites, etc.)

At the Lamb of God:

- Move to the side aisles and stand ready. You may stand next to the wall by the bathrooms if you are planning on using the ramp.
- **When the priest begins to receive the Precious Blood from the chalice, move immediately into the sanctuary and form a line behind the altar. Do not wait for the priest to finish with the Precious Blood.**
- The priest gives Communion to each Minister and Altar Servers.
- The priest then distributes the Precious Blood. If you are assigned as a cupbearer, you need to step forward to receive the chalice. At the point the Father turns around with the cup, PLEASE APPROACH HIM TO RECEIVE THE CUP. **Go back to your spot in the line of ministers and then you will receive the Precious Blood yourself.** Then offer it to the altar servers and those distributing the Precious Body close to you.
- After Father gives the Precious Blood to everyone, if you are distributing the Precious Body on the sides (B1 & B4) PLEASE APPROACH FATHER TO RECEIVE YOUR PATEN. Do not stand where you are. The 2 smaller patens are for B1 and B4, and the 2 larger ones are for the center. If you receive the incorrect paten, please exchange it with the captain.

Eucharistic Minister Map of Positions for Communion



- ❖ Notice that ALL Communion ministers are all on the floor, nobody on the steps.
- ❖ Cup 1 is behind the organ facing the back wall.
- ❖ Cup 2 is between the piano and the organ, out of the aisle.
- ❖ Cup 3 is all the way in the corner next to the piano and choir wall.
- ❖ Cup 4 is all the way in the corner next to the Baptismal Font and the steps.
- ❖ Cup 5 is next to the Baptismal Font, standing elbow to elbow with Cup 6.
- ❖ Cup 6 is between the Baptismal Font and the front row of pews, facing the back wall, and should be standing elbow to elbow with Cup 5.

Giving Communion:

- The captain, or the priest, and EMC with the cup closest to the center aisle (Cup 3 or 4), will distribute Holy Communion to anyone in wheel chairs or who cannot walk in the Communion line. After this, you will proceed to your station.
- Following the priest's lead, move to your Communion station. (See diagram: "B" – Precious Body, "C" - Cup) **PLEASE CHECK THE MAP AT THE EMC STATION TO KNOW WHERE YOUR POSITION IS.** The positions are where they are to help alleviate any congestion during Communion.
- **When giving the Host**, look the communicant in the eye, hold up the Host slightly and only say,

"The Body of Christ."

Do not make the sign of the cross with the host, or raise the host above chin level. You may place the Host in the communicant's hand or on their tongue, whichever they prefer.
- **When giving the Precious Blood**, look the communicant in the eye, hold up the chalice slightly and only say,

"The Blood of Christ."

When the communicant hands the chalice back to you, **wipe the rim quickly but carefully, then turn the cup about a quarter turn**, to be ready for the next person.

Remember to unfold the purificator and rotate if after each Communicant as well.

- Remember that there is no need to hurry while distributing Communion. Try to be fully present to what you are doing. Your reverence and warmth can convey the love of Christ to the communicant in front of you.
- If a Host is dropped, pick it up immediately and keep it until after you have finished distributing Communion. It can then be consumed by you, another minister, the priest or dissolved in water and poured into the ground after Mass.
- **If the Precious Blood is spilled, place your purificator over the spill. You may need to get more purificators from the sacristy to clean up the spill, depending on the amount. It can be cleaned more thoroughly after Mass.**
- It is customary in dioceses in U.S. to bow before receiving the Precious Body and Blood. **However, you are not to bow back to them.** They are bowing to the Presence of Christ, not to the minister.

After Communion:

Precious Body Ministers – if you run out of hosts on the side aisles you need to go to one of the ministers in the center aisle and get the number of hosts that are needed. When you have finished distributing Communion on the side aisle, immediately take the rest of your hosts to the ministers in the center aisle, then take your empty paten to credence table and immediately go to your seat.

Precious Blood Ministers – If you run out of Precious Blood, proceed with your cup to the credence table, place the cup on the tray, fold your purificator and place it on the table and immediately go to your seat. If your line is finished and you have Precious Blood remaining, turn toward the other communion line where you are and offer your cup to the other communicants.

After Mass:

- The Captain of the Eucharistic Ministers should make sure that everything on the credence table, except for the corporal (unless it is soiled), is taken into the Sacristy.
- Place soiled purificators in the wicker basket.
- The captain and another minister, or 2 other designated ministers are to wash all vessels.
Always have 2 ministers clean the vessels so that it does not take a long time.
 - **Do** use a very mild soap solution
 - **Do** rinse with clean water
 - **Do** use a very soft cloth for drying and wiping, there should be 2 white towels on cabinet
 - **Do** apply light pressure when drying
 - **Don't** use an abrasive material
 - **Don't** submerge entire vessel in solution