

## Extraordinary Ministers of Holy Communion

*Revised November 2022*

1. Please dress appropriately for the reverence that should be given to this ministry. The following guidelines are offered: business casual attire, jeans are discouraged (appropriate denim clothing is acceptable), skirt length at or below the knee, flip-flops and heels are discouraged as they may present a trip hazard and please wear clothes that adequately limit excessive skin exposure.
2. Scheduled ministers, please arrive at least 10 minutes before Mass and sign in at the computer kiosk. **If unable to serve as Minister, it is your responsibility to request a sub using Ministry Scheduler Pro (MSP).** Note: If you are not scheduled but are available to serve, please check the computer kiosk to see if there are any unfilled sub requests where you can fill in, and if so, go ahead and replace the requestor with yourself.
3. During the Sign of Peace, ministers should exchange with a small number of people nearby, then come forward, bow toward the Altar, visit the hand-sanitizing station, and then proceed into the sanctuary to the edge of the carpet on the ambo side near the Deacon.
4. If there are fewer ministers than needed in the sanctuary, please come forward to fill in. All ministers are to be in the sanctuary **before the “Lamb of God” begins.**
5. Please be aware that there are two ways to receive communion, on the tongue (fully extended) and in the hand (dominant hand under the non-dominant hand like one is making a throne.)
6. After the Celebrant takes Holy Communion, he will distribute it to the ministers. As the Celebrant comes to you, remember to bow to the Body before receiving; do not just bow straight ahead to nothing or to the Altar. Also, wait to bow until *after* the person just prior to you has received.
7. After distributing Communion to the ministers, the Priest will hand the Communion Bowls to each minister; once everyone has their vessel you then proceed to the appropriate Communion station (**SEE PAGE 3**).
8. As each recipient comes forward, ministers should say, “The Body of Christ” and wait for the communicant to respond with “Amen.”
9. If more Consecrated Hosts are needed, you may get a few from the Priest or Deacon.

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10. After you are finished distributing Holy Communion, proceed to Altar and **hand your Communion Bowl to Celebrant or the Deacon**, waiting if necessary. *Please do not simply put your bowl down and leave it unattended on the Altar!* Wait as the Celebrant combines the remaining hosts into the Ciborium, then face the Tabernacle as the Deacon or Priest returns the Ciborium, then genuflect (or bow if genuflecting is difficult for you) when he does.
11. Proceed to the ablution cup and purify your fingertips by dipping them in the bowl and drying them on the towel, then go back down the sanctuary stairs, turn around and bow to the Altar, then return to your seat. The ablution cup and towel should be placed on the small table by the concelebrant chair (ambo side) and the Sacristan will dump & refill it with each Mass. ALL ministers should use it after finishing the distribution of communion, like right after you hand your bowl back to the Priest or Deacon.
12. Please keep in mind whenever you are holding one of the sacred vessels, even if it might appear empty at the end of distribution, until it has been purified with water it **will** contain remnants of the Body of Christ in the form of small crumbs. Therefore, because you are still holding *Christ himself*, you **do not** bow to the Altar at any time while holding the vessel.
13. Guidance from Fr. Nic regarding EMOHC administering blessings to parishioners: Priests and Deacons should be the only one administering blessings to parishioners. If you are asked for a blessing, a simple, “May the Lord be in your heart” without the use of gestures or laying of hands is acceptable. Parishioners should be directed to the Priest or Deacon if they wish to seek a liturgical blessing.
14. Low-gluten Host/Precious Blood: Some parishioners will be receiving low-gluten Hosts or alternatively the Precious Blood. This will be coordinated between the Celebrant and Sacristan but recognize that you may be instructed to offer this to specific communicants.
15. **The Sacrament of Confession:** because of the nature of handling the sacred Body and Blood of our Lord Jesus Christ, it is very important that one avail themselves to this sacrament at least every 2-3 months or sooner when they become aware of any unconfessed grave sin.

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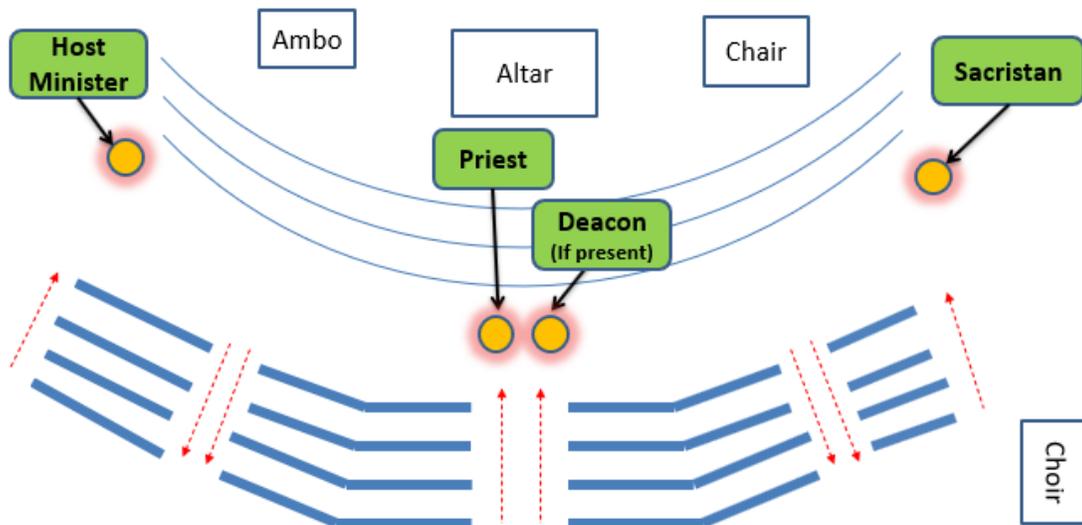
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## PROCEDURES FOR DISTRIBUTION TO THOSE WHO CANNOT APPROACH THE ALTAR.

It can be a challenge to smoothly distribute Communion to those who cannot approach the altar. We have tried various methods but what follows seems to be the most efficient.

- The host minister on the server/choir/chair-section aisle (**this should be the Sacristan**) will minister to those in that chair section after their line is complete. Hospitality ministers will help locate those not able to approach the altar.
- They will then minister to those who sit along the back of the church and elsewhere.
- **NOTE** that the hospitality ministers will be purposefully trying to keep people from the middle sections from floating over into the Sacristan's line so that they can finish their line as quickly as possible.

### COMMUNION STATIONS



Communion Stations (Host only)