

THE CHURCH OF THE TRANSFIGURATION MINISTERS OF COMMUNION RESPONSIBILITIES

After exchanging the Sign of Peace with your family, come forward and stand in front of the altar. **If you will be ministering to sections 1, 2, or 3, stand facing the altar towards the left of the main aisle. If you will be ministering to sections 4, 5, or 6, stand facing the altar towards the right of the main aisle.** The **Designated Minister, C1** will distribute communion to all the ministers, including the acolytes and lectors. As the bowl with hosts is offered to you, take a host and place it in the palm of your hand. After the presider consumes his host, the ministers may consume theirs. Then, the presider and the deacon or **B1 Minister** will hand out the cups. If you are a cup minister, do not hesitate to step forward and take the cup. **Bread ministers take a bowl from the altar after the first four cups have been distributed.**

Go to your position immediately. Please be sure to check your station when you sign in. If someone is in your place, show them where they should be – or go there yourself. Your station is noted on the back of your cross.

Please give your full attention to this beautiful ministry. **DO NOT RUSH!!** Focus your attention on the person to whom you are ministering. Disregard everything else at this moment. You are greeting a brother or sister in Christ.

Hold up the host or the cup, looking the person in the eye, say **“THE BODY OF CHRIST”** or **“THE BLOOD OF CHRIST.”** It is an acclamation – **NOT** a sentence. Wait for his or her response, “Amen.”

Then, place the host in the outstretched hand or on the tongue of the person, allowing each the opportunity to indicate the manner in which he/she wishes to receive. Or, hand the cup to the communicant. When the cup is returned, carefully wipe the rim with a purificator and turn the cup. Raise your eyes to welcome the next communicant

BREAD MINISTERS: Bless those who come forward who are too young to receive communion – trace the sign of the cross on the young person and say “God bless you” or something similar. A pat on the head, a touch of the cheek is also appropriate if you are more comfortable with that.

If you drop a host, place it in the palm of your hand and either consume it yourself after communion, or ask the coordinators, pastoral associate, priest or deacon to assist.

In the rare event that you run out of hosts, you may take some from the nearest bread minister who has extra, or, if you see that you are running out, you may break the hosts in half.

When you have finished ministering, return your bowl to the table. The hosts will be consolidated into one or two bowls and returned to the tabernacle by the **Designated Minister C1. Please do not stack the bowls.**

The person in the **B1** position is responsible for pouring the Blood of Christ into the cups if the deacon is not present. The proper time to pour the Blood of Christ is during the Sign of Peace. Hold a purificator under the lip of the pitcher to prevent spilling the Precious Blood. Pour all of the Blood of Christ from the pitcher into the cups. If the amount in the cups is not even, **DO NOT POUR CUP TO CUP.** Be sure to get a host from the presider and then join the other ministers of communion. After the presider has received from the cup, and the commentator has been given the large chalice, help the presider distribute the cups and purificators.

CUP MINISTERS: If the cup spills, place the purificator over the spill and get a new purificator from the table.

If your cup becomes empty, place the purificator over the cup and step back, but remain in your position until communion is finished.

When you return your cup to the tray on the table following communion, consume any Blood of Christ remaining in the cup. Remember the bread ministers have not had the opportunity to receive from the cup, so offer the cup to them. If the Blood of Christ remains and you cannot consume it, just place your purificator over your cup and the coordinators will take care of it at the end of Mass. Do not wipe out the cup with the purificator or push the purificator down into the cup.

B6 AND C6 (All Masses): **C6, try to take one of the first cups offered and go immediately to your position. B6, take a bowl and proceed to your position.** Minister to the choir first. Simply face the choir, adjusting your places slightly to accommodate them, then turn around and begin to minister to the congregation.

B5 AND C5: AT THE 9:30 MASS ONLY: When you are finished distributing communion, take communion and cup to any parishioners in the pews who may need to receive there and then go to the Babysitting Room in the PLC. Return the bowl and cup to the front table.

B5 AND C5 (All Masses): Check with the coordinators just before mass is to begin to see if any parishioners will need to have the bread and cup brought to them in the pews. If yes, immediately after distributing communion to your section, walk to the back of the church and serve the person(s). Then return the bowl and cup to the table with the other bowls and cups.

C1 DESIGNATED MINISTER: Check with the coordinators before Mass to see how many bowls are in the Tabernacle. **At the beginning of the sign of peace, quickly** remove the bowl(s) from the tabernacle and take the bowl(s) to the altar. Walk to the right side of the altar (opposite side of where the cups are), place the bowl(s) on the altar, and taken the paten (flat round tray) with hosts. (Do this even if the presider is breaking the large host during the Lamb of God.) As you distribute the consecrated hosts, walk from minister to minister, saying nothing, as each minister takes a host from the bowl. Then distribute communion to the acolytes & lectors in the same way (saying nothing). If the **B1** minister or deacon has not received a host from the presider, give one to that person, take your host, and then return the bowl to the deacon or presider. After communion, wait at the table until **all** bowls and cups have been returned. Put all the hosts into a bowl (2 bowls if necessary) and return the unconsumed hosts to the Tabernacle. Do not stack the bowls that are left on the table.

All ministers: after receiving the host from the designated minister, hold it in your cupped hand. Only the presider elevates the host.

Please arrive at church 15 minutes before the start of Mass.
Sign in at the Liturgy Room. Take your correct cross. Return the cross after Mass.
Thank you!