

Communion Assistant/Server Duties & Responsibilities

Thank you for serving as a Communion assistant and giving of your time and self. Please remember that as a Communion assistant you are a worship leader. We encourage you to be joyful and reverent as you show forth the love of Christ to all.

- Prior to arriving at church please pray that you may be open to the moving of the Holy Spirit and do your job with joy and grace.
- Plan to arrive 15 minutes before the worship service and check the white dry erase board in the sacristy for any instructions. The Sacristy is the small room to the right as you face the altar. If the instructions note that we will be wearing albs this is the time to pick out your alb (robe,) cincture (rope belt) and cross necklace, which are in the Sacristy closet. The instructions will also note if Communion will be served at the baptismal font. If not noted, it will be served at the altar railing.
- Come to the Sacristy during the Sharing of the Peace. Put on your alb and accessories and wash your hands before stepping out to the pew next to the Sacristy door. If it is a “no alb Sunday,” please still enter the sacristy to wash your hands before stepping to the pew. Proceed to the altar to pick up the bread or wine when the pastor extends the Invitation to Communion to the congregation.
- The pastor will give you either the bread or a tray of wine glasses. If you have a preference of which you serve please let the pastor know ahead of time.

Wine servers: There will be a few glasses of white grape juice in the inner circles of the trays. The congregation is instructed in the bulletin to let the communion servers know if they prefer grape juice.

You can hand each person an individual glass or you can simply hold the tray out and they can take their own. Please remember that they will put the empty glass back in the same tray as you are serving the next person. Some people may need assistance with this.

Bread servers: As you tear off a piece of bread from the loaf please make sure that it's a bit sized piece that's not too big. It's helpful, especially at

well attended service, to look over the congregation and calculate in your mind how many people need to be fed with the amount of bread you have.

Some people may come forward who are not baptized, do not desire communion or whose parents have decided they are not ready for Communion. If they have their hands folded, indicating they don't desire communion, please place one hand on their shoulder and say one of the following blessings: "*May God bless you and keep you,*" "*God's blessing to you,*" "*May God be with you and grant you joy.*" Similar words can be used as well. If you are unsure if they are to receive Communion feel free to simply ask them.

You will say to each communicant,

"The Body of Christ, given for you" or similar words, as you distribute the bread

or

"The Blood of Christ, shed for you" or similar words, as you distribute the wine.

- There may be people in the congregation who are unable to walk forward to receive Communion. It's helpful to note if someone does not come forward do Communion can be taken to them in the pew.
- After the congregation has been served please return the bread and wine to the altar. Now you will be served Communion. If the congregation was served kneeling at the altar railing, you will be served kneeling at the altar railing. If the congregation was served while standing you will stand right in front of the altar to be served. Then the pastor and musician will be served by the Cantor (if there is one) or by a Communion assistant.
- As soon as you are served you can return to the sacristy and take off your alb. Please check your robe before you hang it up. If there are any wine stains, please report them to Del Chamberlain, so they can be cleaned.

Thank you again for your willingness to do this important ministry. If you have any questions or concerns please speak with the Pastor or the Worship Committee.