

NEW INSTRUCTIONS FOR  
EXTRAORDINARY MINISTERS  
OF THE HOLY EUCHARIST

Thank you very much for your willingness to serve our parish community as ministers of the Eucharist. You have accepted a tremendous responsibility rich in grace and holiness. The dignity of this ministry is incredible. You are living witnesses of what it means to live as the Body of Christ in the world and to share his love with others who hunger to participate in this sacred meal.

We are making some changes in how the Eucharist will be distributed at Mass; most notable of these changes is that we will now receive Communion under the species of Jesus' body and blood at every Mass. This will mean we will have more people involved in the process of distributing Holy Communion each week. Because of this fact we will begin scheduling ministers on a weekly basis rather than a monthly basis. I hope this will make the commitment to carrying out this ministry more convenient for you. Please be patient as we begin this process. There will be wrinkles we will need to iron out over time.

Before we get to the details of distributing Holy Communion at Mass, I would like to emphasize a few important ground rules.

1. Please be there when you are scheduled.
2. If it is not possible for you to be here on a particular weekend please get a replacement, a list with phone numbers will be given to you in the near future.
3. According to diocesan norms a person is allowed to be a Eucharist Minister for 3 years, and this term can be renewed one time. Once this period of time has lapsed Eucharistic Ministers are asked to take some time off from this ministry to enable others to be Eucharistic Ministers. However, since we have so few ministers right now, and need as many as we can get, I would ask everyone to kindly consider staying on (even if you have been an extraordinary minister of the Eucharist for longer than six years) until we can recruit new Eucharistic Ministers.
4. Attire at the altar is formal. This means we wear our "Sunday Best." Consider dressing to the point that you, and everyone else recognizes that you have been, and are set apart from the rest of the assembly to carry out this important ministry.
5. Please be early to Mass. We will have a sign up form in the lobby with the scheduled ministers so that we will know before Mass begins that everyone is present and accounted for.
6. Be ready and willing to step in if we are short of ministers (which means you should be dressed nicely all the time because you never know....

## DISTRIBUTION OF HOLY COMMUNION AT MASS

Please adhere to these rules for distribution of Holy Communion.

1. Approach the altar after the Lamb of God is over and people are kneeling down.
2. One person will help with the distribution of the Body of Christ, this person will take the ciborium out of the tabernacle and place it on the corporal that next to the paten and chalice.
3. All four ministers will stand directly behind the priest on the level one step lower than but as close to the priest as possible.
4. The priest will receive Holy Communion first and then distribute communion to each of the ministers.
5. The priest will then give the ministers the vessels containing either the Body, or Blood of Christ and they will go to their assigned stations.
6. After the distribution of Holy Communion please do the following
  - a. Cup ministers
    - i. If you still have the precious blood remaining in the cup stand behind the altar and consume what is left.
    - ii. Place the cup and purificator on the altar and then go directly to your seat.
  - b. Host minister
    - i. When you are finished distributing place the paten on the altar and wait for Father to purify it, then place the ciborium back in the tabernacle. Leave the key in the tabernacle.
    - ii. Return to your seat.