

# ST. PAUL MINISTRIES

**HOSPITALITY**



**PRAYER**



**DISCIPLESHIP**



**MINISTRY**



*Maintenance...to...Mission*

**----- COMMUNITY LEADERS -----**

## MINISTRY COMMITMENT

Thank you for accepting the invitation from your Church family to become a Minister "Around the Table." Serving in this special way has a profound impact on the way our St. Paul Mission Statement, "To Live As The Body Of Christ," comes to life.

The purpose of the Eucharistic Liturgy, as well as all Sacraments, is to make us holy, to build up the Body of Christ and to worship God. The Liturgy "nourishes, strengthens and expresses faith." (CCC 1123)

By saying, "Yes" to this calling, I agree to the following:

- ✓ I commit to serve in this one Liturgical Ministry for a two-year period.
- ✓ I understand the importance of my ministry in the overall mission of our Parish "To Live As The Body Of Christ."
- ✓ I will approach the Celebration of the Eucharist with a spirit of the Joy of Christ.
- ✓ I will prepare myself during the week being reflective of the upcoming Readings so that I will be prepared spiritually, physically and emotionally.
- ✓ I will arrive on time and dress appropriately when I am scheduled to serve.
- ✓ I will find a replacement in the event I cannot serve at my scheduled time.
- ✓ When I am not scheduled to serve, I will be a better participant in the pew by being attentive, listening, and responding enthusiastically.

By signing below, I agree to all of the above statements:

Ministry: \_\_\_\_\_

Mass preference: (circle one)    5:30            8:00            10:30

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## PURPOSE

This Ministry Manual is being provided to all Ministers "Around the Table" to create a better understanding and zeal for authentic worship at St. Paul Parish. This information is not only instruction of *how* to carry out the ministry, but to better understand *why* we worship the way we do.

**We want to rejuvenate the deep, spiritual meaning of being a participant in Mass. As St. Augustine said, "Behold what you are. Become who you receive." Every time we celebrate the Sacred Banquet together, we are fulfilling Jesus' command to "Do this in memory of Me." We believe that the Risen Christ is truly present in the Liturgy in the Presider; in the Holy Eucharist as His real presence of Body and Blood; in the Word proclaimed from the Sacred Scriptures; and in the Community gathered in His Name.**

**We want to rediscover the importance of celebrating with joy, reverence, and essence of the Paschal Mystery. From the time of the apostles, Christians have continually come together to celebrate, to listen to Scripture, and to offer Thanksgiving. The Liturgy is a communal encounter of Christ that brings us all together as a St. Paul Family.**

***Our main goal is to foster full, active and conscious participation in the Liturgical Celebration in order to encounter the Living God in the Word and Eucharist, then return to the world fulfilling our baptismal call to discipleship. As trained, prayerful Liturgical Ministers, we will help plant that which God will grow.***

We do not need to reinvent anything. We do not need to decide what Liturgy will be. The Church has already planned the Liturgy. It is not a show or performance that people come to observe. The Liturgy is a Sacred Celebration of the Paschal Mystery through which the Mystery of Christ among us comes alive in all the people present.

Therefore, we want to make our preparation and attainment of the experience of Liturgy at St. Paul a priority, not a last-minute execution of duties and tasks. CCC 1070 states, "...every Liturgical Celebration is an action of Christ the priest and of this Body which is the Church, is a sacred action surpassing all others."

***We want to recognize every person who joins our Celebration as equal, necessary members of the Body of Christ. We want each and every person to be received with Joy. We, as Ministers, will serve them with Joy. We want to always be aware that Jesus Christ, our Risen Lord, is indeed presiding at each Mass, proclaiming His Word, sharing His Body and Blood, and sitting next to us extending His Hand in the sign of peace.***

First, we ask you to personally pray regularly for the success, grace and insight to move in the Divine Flow of meeting Christ in a real, personal way as a Minister of our Parish. **Prayer will always be the heart of Ministry. Prayer serves to continually renew and strengthen us to serve our brothers and sisters.**

An awareness of the sacredness of your Ministry will naturally follow. We are privileged to have been called and invited to serve in this special way.

***The great result will be a continual renewal of our love for the Eucharist and the Sacraments, and a fruitful weekly experience of Liturgy.***

## THE MINISTRY OF COMMUNITY LEADER

The Community Leader has a very important role in affecting the tone for our Eucharistic Celebration by being the first person to speak and begin our Liturgy. Both male and female serve in this role welcoming everyone to the Liturgy, setting the tone and introducing the theme for the Eucharistic Celebration, leading the Prayers of the Faithful and introducing the songs throughout the Mass during the Sunday celebrations and Holy Days.

### *History*

This is a relatively modern role in the Liturgy.

### *Why*

The Community Leader will energize the Assembly gathered for Mass, and help everyone feel their joy and excitement about the celebration of Christ's Great Sacrifice and our offering of Thanksgiving to God.

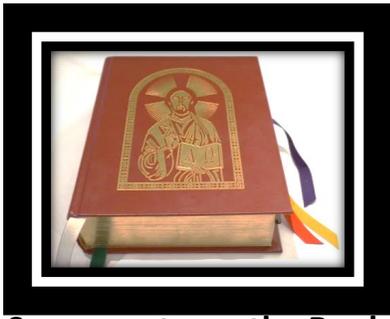
### *How*

#### Before Mass

1. During the course of the week, read the Sunday Readings so you are familiar with the Word to be proclaimed and the theme of the Liturgy.
2. Dress appropriately since you are serving at the Table of the Lord. Please do not wear blue jeans, shorts, or casual footwear.
3. Dispose of any gum or candy.
4. Arrive 15 minutes before Mass time, put a checkmark by your name on the schedule, and retrieve a wooden cross to wear and the Community Leader Binder from the Sacristy.
5. If you do not check in by 10 minutes before Mass time, the Sacristan will find a replacement. If your name is marked through on the posted schedule, someone else has already been selected to serve in your place. You will not serve this Mass.
6. Take some time in the Chapel or a quiet place to read through the entire script. Pray for yourself and all who will be gathered that you will reflect the Joy and Love of Christ. Get help from the Sacristan or Father with any name pronunciations or questions about the wording. ***Please do not make any changes, or allow anyone else to make changes without Father's permission.***
7. Check to be sure your microphone in the Sanctuary is turned on and set at the right height for you. Speak close to the microphone as opposed to far away from it.
8. Check the song numbers with the Choir Director.
9. Return to the Sacristy to pray with Father and all the Ministers. Take your place at the Lectern in the Sanctuary as they line up for the Procession. Father will give you the signal when to begin.

## During Mass

1. **Begin Announcements 5 minutes before Mass!** This is to separate announcements from the Liturgy. Make this a deliberate, obvious pause before beginning Liturgy.
2. Greet the Congregation joyfully, warmly and sincerely. ***Remember to pause as indicated so they can respond to your greeting.***
3. Make the announcements slowly and clearly, as these are important for all to hear.
4. Pause to separate announcements from the Theme of the Mass. You are giving the people a glimpse into the day's Readings to help them capture the Word.
5. After you have announced the Entrance Hymn, proceed to your place in the Congregation, preferably near the right aisle toward the front.
6. After the Profession of Faith, return to your place to lead the congregation in the Prayers of the Faithful. Read each petition slowly, looking up and addressing the people as in conversation. Remember to pause as indicated for 3-5 seconds, so we can reflect and offer silent prayer, before saying, "We pray to the Lord." Take one step back, bow your head as Father offers the closing prayer, then step back up to the microphone and announce the Offertory Hymn. Return to your seat.
7. Step up to the Lectern to announce the Communion Hymn. Then, return to your seat and proceed to Communion with the congregation.
8. After the Closing Prayer return to announce the Recessional Hymn. End as you begin, with great joy and excitement.
9. After Mass, please return the Community Leader binder to the Sacristy.



**Sacramentary - the Book  
the Priest uses during Mass**



**Cup - holds the  
Blood of Christ**



**Purificators - used to  
wipe the Cup when  
serving the Blood of Christ**



**Chalice with paten and host**



**Wine Decanter**



**Tabernacle and  
Red Sacristy Light**



**Paten - plate for the Host**



**Cruet for water**



**Large Host - To be placed  
on Father's paten**



**Corporal - Placed on  
the Altar**



**Monstrance - Holds the  
Blessed Sacrament for  
Exposition of the Eucharist**



**Ciborium - holds the  
Body of Christ**