

Ministry Descriptions

If you are unable to be at Mass on the Sundays you are scheduled for, please find a replacement for your ministry. Thank you for your service in our parish community.

- 1) **Sacristan-** Unlock the Church for Mass on Sunday mornings (**do not lock the Church after Mass**). Takes care of the sacristy in the parish. They set items up for Sunday Mass. The chalice is put out with a large host, the bowl is filled with hosts, the water and wine filled in the cruets. Make sure the candles are ready to go for Mass and check the sanctuary lamp by the tabernacle. Check on the linens and see if they need to be cleaned.
- 2) **Greeter-** Welcome people into the church. Make them feel comfortable and know that the primary job is to be hospitable.
- 3) **Lector-** Is called to proclaim the Word of God. This ministry requires, above all, a strong belief in and devotion to the Truth proclaimed in Scripture. Keep the lectionary on the ambo (podium). The first reader processes in with the Gospel book and will come forth from the assembly when it is time to proclaim. The second reader does the petitions.
- 4) **Usher-** Person listed is responsible for finding two other people to take up the collection at Mass. Seat the people as the church fills up and encourage people to sit towards the center of the pews. Put out reserved signs when needed.
- 5) **Gift Bearers-** At the offertory, they bring up the collection, bread, and wine. Please carry the gifts with two hands. The gift bearers need to be ready to bring up the gifts at the conclusion of the collection.
- 6) **Extraordinary Minister-** Distributes the precious body and blood during Mass. The ministers approach the altar after the priest has received communion from the precious body and blood. Only the priest goes to the tabernacle to get the reserved Blessed Sacrament.
- 7) **Homebound Minister-** Take communion to those in the nursing home, those at home, and those in the hospital if we know in advance.
- 8) **Mass Server-** 3rd grade through high school. There is one cross bearer and two candle bearers. The servers assist the priest throughout the Mass. Different aspects of serving are: holding the candles during the proclamation of the Gospel, setting up the altar at the offertory, holding the Sacramentary at times of prayer.
- 9) **Musician-** Operate the piano for liturgies.
- 10) **Cantor-** Leads the assembly in singing for the Mass.
- 11) **Money Counter-** Count the collection immediately following Mass in the money counting room in the rectory.