

Extraordinary Minister – Tips and Reminders

UPDATE 2-5-2024

- 40+ Extraordinary Ministers needed every weekend. Volunteering is impactful to the parish.
- Dress is business casual, please wear your nametags. Check with Deacon if unsure of attire.
- Check in and write your name down every time you serve.
- There are two phrases that are predominantly used by the EMs:
 - “The Body of Christ”
 - “May God Bless You” – when offering blessing only
- We are never to touch a parishioner when blessing or otherwise. We also do not make the Sign of the Cross while blessing. Also, do not bless an unborn child in the case of a pregnant parishioner, as this should only be done by a Priest or Deacon.
- At the beginning of the Our Father, proceed to the side chapels on either side of the Altar. Hand sanitizer is available for use in the side chapels.
- Proceed to the Altar as soon as the Priest has consumed the Precious Blood.
 - 2 Ciboria Servers on the FIRST STEP, 3 Chalice Servers on the FLOOR.
 - Balcony Chalice server will stand on the FONT Side on end so that they can receive the chalice and head straight to meet the Balcony Ciboria server in the Narthex. They will then process up to Balcony together on the elevator.
- You will be served the Precious Body and Precious Blood, wait for the priest/deacon to leave the Altar and then proceed to your assigned position to serve. Balcony Chalice server will be served by the priest or deacon first. They will know you are Balcony Chalice because you are standing on the end closest to the FONT side.
- This is the ONLY time during serving that EMs should be behind the Altar. Never cross behind the Altar when returning or otherwise!
- The Priest/Deacon will lead everyone off the Altar. Once they have moved we can then follow and proceed to our positions. (Exception Balcony Chalice)
- EMs serving at the front of the church will serve the transepts first and then proceed up the steps, backed up to the front of the Altar to allow for parishioners plenty of room to walk up the steps to receive communion.
- EMs are allowed to serve parishioners on the tongue.
- Please refrain from speaking to other EMs or parishioners.
- Return Ciboria to the Tabernacle side of the Altar if serving near the Altar. NEVER place the Ciboria on the Altar. Wait until a Deacon or Priest takes it from your directly.
- Return Chalice to the credence table. You may chose to consume the remaining Precious Blood at the Table or you may gently cover the Chalice with the purificator making sure not to dip it into the Chalice. Chalice servers should NEVER cross behind the Altar table. They can approach the credence table either from crossing through the working sacristy or if communion is over, in front of the Altar.
- We only bow or genuflect at the Altar AFTER we are finished and before returning to our seats, NEVER when we have the Precious Body or Precious Blood in our hands.
- Serving at Daily Mass is easy and can learned by observing in daily Mass. There is no sign-up for daily Mass and all are welcome. We have a document related to serving at Daily Mass that can be helpful. Please request from carla@carlacorley.com