

Church of St. Mary

Extraordinary Minister of Holy Communion

Guidelines as of October 2007.

BEFORE MASS:

- Check in 10 minutes before Mass begins.
- Place a check mark by your name on the schedule. Let the sacristan know that you have arrived. If you are substituting for someone, cross of their name, fill in your name, and place a check mark by it. You are asked to find your own substitute. Try to exchange with someone or call one of the substitutes.

DURING MASS:

- Greet the people beside you at the Sign of Peace. Immediately go and stand behind the Altar. Please reverence the Altar with a head bow as a sign of respect before going climbing the steps. All ministers should be in place by the time the Lamb of God begins. The bread ministers stand closest to the ambo while the cup ministers stand closest to the cantor stand.
- Immediately after the presider has received the Eucharist, the bread minister and the cup minister who have the asterisk (*) beside their name come forward. The cup minister stands closest to the rest of the assembly while the bread minister stands closest to the other EMHCs. The two ministers will then distribute to the other EMHCs.
- After you have received both the body and the blood, come forward to the Altar where you will be given the Eucharist which you will take to your station. Move slowly as an Extraordinary Minister of Holy Communion so you can adjust to any changes that may occur. Follow any instructions the presider gives you because for certain liturgies changes may need to be made to the usual patterns.

DISTRIBUTION

- The EMHC distributing the Precious Body says “The Body of Christ” and the EMHC distributing the Precious Blood says “The Blood of Christ”.
- Ministers of the Precious Body should place the Body in the communicant’s hand in a slow and deliberate manner. For some, this may be the only human contact during the week. When distributing the cup, hold the cup away from your body. Offer the cup in a slow and deliberate manner. Wipe the cup with the purificator and turn after each communicant has received.
- Greet small children and babies with a smile or blessing. This should be done after sharing the Eucharist with the adult accompanying the child. It is acceptable to smile at or return a smile from a communicant. Adults are welcome to come forward at communion time for a blessing. There are many reasons that they desire a blessing. These may include, but are not limited to, no recent opportunity to participate in the sacrament of reconciliation, not a member of the Roman Catholic Church, not in a valid marriage, or another reason. It is not your place to

judge. The usual posture that adults coming forward to receive a blessing is with arms crossed across the chest in the form of an “x”. The appropriate blessing for an Extraordinary Minister of Holy Communion to make is the sign of the cross on their forehead just like if you were distributing ashes for Ash Wednesday or you were making the sign of the cross on the forehead of someone about to be baptized.

- If a host is dropped you need to pick it up and place it in the palm of your hand holding the ciborium. You can consume the host after reaching the credence table or tell the presider and he can consume it.
- If the cup is dropped or the precious blood is spilled. Place the purificator over the spilled precious blood and cup and return to your place in the assembly.
- If all of the bread is consumed from your ciborium, return to the altar to get more hosts and resume distributing. If all of the precious blood is consumed return your cup and purificator to the credence table.
- If someone asks for more than one host, they most likely have a pyx and will tell you how many they need. The Eucharist that is in the pyx will be taken to the homebound. If someone requests a second host, this is most likely for someone in the pew. Give the host to them in their hand after the individual has received.

COMPLETION

- When you have finished distributing in your section, assist other sections as necessary. The bread minister if approached by a minister of hospitality and directed to someone who can not physically approach the altar should ask a cup minister to follow them. The minister of hospitality should be asked to take you to this person or persons. Be aware if the musicians have received. When the bread minister is finished, on the smaller side of the church, one of them should automatically take a cup minister and proceed to the back of the church where the people with disabilities sit.
- After distribution, cup ministers return the cup and purificator to the credence table. You are asked to consume the remaining precious blood.
- Precious Body ministers bring the ciborium to the Altar where the presider will place any remaining Eucharist into a ciborium that will be taken to the Blessed Sacrament Chapel and placed in the tabernacle. When placing the remaining any remaining Eucharist in the Tabernacle. Genuflect before the Tabernacle, open the doors place the ciborium in the Tabernacle, close the door, and genuflect. Empty ciboriums should be returned to the credence table.

For Sunday liturgies, eleven Extraordinary Ministers of Holy Communion are needed for each English Mass. Preferences for Mass times will be acknowledged to the best of our abilities.