

# Serving At Mass

| ACTION | SERVER 1<br>CROSS/ASSIST<br>AT ALTAR | SERVER 2<br>CANDLE/ASSIST<br>AT<br>ALTAR/BELLS | SERVER 3<br>CANDLE/ROMAN<br>MISSAL/ASSIST<br>AT ALTAR |
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Just before priest leaves the sacristy to greet the assembly,  
He will offer a prayer with all present. After prayer servers  
go down Side aisle to be ready for the entrance procession.

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|--|---|---|--|
| Entrance<br>Procession   | Processional cross<br>Is first in<br>procession   | Candle Bearer<br>Follow cross<br>Bearer | Candle Bearer<br>Follow cross<br>bearer  |
| Opening Prayer   |   |   | Roman Missal to<br>priest; hold open<br>until he closes his<br>hands           |
| Readings<br>Homily, Creed<br>Universal Prayer<br>(Intercessions) | Listen, sing, use<br>good posture   | Listen, sing, use<br>good posture       | Listen, sing, use<br>good posture  |
| Offertory  | Processional Cross<br>Go to offertory<br>gifts table to lead<br>in gift bearers in<br>Offertory<br>procession | Place chalice on<br>the altar           | Place Roman<br>Missal on the left<br>side of altar; do not<br>use a book stand |

| ACTION                              | SERVER 1  | SERVER 2   | SERVER 3  |
|-------------------------------------|---|--|---|
|                                     |   | <p>Place cruet with water on the Altar.</p> <p>Join priest as he receives offertory gifts</p>  | <p>Place extra cups with purificators on altar</p> <p>Join priest as he receives offertory gifts</p>  |
| <p>Offertory Procession Arrives</p> | <p>Move into sanctuary and place cross on stand</p> | <p>Assist priest with taking gifts and placing them on the altar: ciborium with bread and cruet with wine: Return to credence table and get hand towel</p> | <p>Assist priest with taking gifts and placing them on the altar; ciborium with bread and a cruet of wine; Return to credence table and get lavabo bowl</p>                     |
|                                     |   | <p>Stand ready to receive wine &amp; water cruet and place back on credence table. Stand ready with towel</p>  | <p>Stand ready with water bowl for hand washing, take cruet with water and be ready to pour water over priest's hands. Return lavabo bowl and water cruet to credence table</p> |
| <p>Eucharistic Prayer</p>           | <p>On Steps<br/>Kneel,listen use good posture</p>   | <p>On Steps<br/>Kneel, listen, use good posture</p>  | <p>On Steps<br/>Kneel, listen, use good posture</p>   |

|   |   |   |   |
|---|---|---|---|
|   |   | Ring Bells at Consecration  |   |
| At Sign of peace/lamb of God  | When finished kneel at your chair   | When finished kneel at your chair   | When finished kneel at your chair   |
|   | Meet in front of altar, bow and go to the right side to receive communion | Meet in front of altar, bow and go to the right side to receive communion | Meet in front of altar, bow and go to the right side to receive communion |
|   |   | Chalice off the altar   | Roman Missal off the altar  |
|   | Be seated until needed; use hymn book, maintain good posture              | Be seated until needed; use hymn book, maintain good posture              | Be seated until needed; use hymn book, maintain good posture              |
| As Communion finishes   |   | Remove any items from altar. Altar should be bare                         | Remove any items from altar. Altar should be bare                         |
| Closing Prayer  |   |   | Roman Missal to priest; hold open until he folds his hands                |
| As Closing Hymn is announced  | Processional cross goes to center aisle                                   | Candle bearer Goes to center aisle  | Candle bearer Goes to center aisle  |
| Priest reverences the altar/and or bows just before exit procession | All turn around in place and begin to slowly move down the aisle          | All turn around in place and begin to slowly move down the aisle          | All turn around in place and begin to slowly move down the aisle          |

Return processional cross and candles to proper places;

Assist with taking sacred vessels and used linens to the Sacristy. Return alb and cincture.

**If only two servers are present, the processional cross is not used in the opening and closing processions. Determine who will ring bells. However at the offertory procession, use the processional cross to lead in the offertory gifts.**

**If only one server is present, use the processional cross and hustle.**

## **BACKGROUND INFORMATION**

There are many items you will handle during your role as server. It is important for you to know when each of these items comes into play so you can feel confident about what you are doing.

### **Areas:**

- Sanctuary-area where the altar, and credence table, Presider's and servers' chairs are located.
- Sacristy-place where vestments, sacred vessels, and other items are stored; and used for vesting.
- Main body of the church-pews and chairs for those attending Mass
- Tabernacle (sometimes in a special chapel) where the Eucharist in the ciborium is reserved for the sick

### **Furniture:**

- ★ Altar-Blessed unmovable table on which Priest celebrates Mass
- ★ Credence table-side table where items are placed for use on the altar, and to which they are returned after use.
- ★ Presider's chair-chair for the priest where he proclaims opening and closing prayers; if a deacon is present, the deacon will sit next to the presider.
- ★ Ambo-Podium where readings and intercessions are read
- ★ Offertory table-place for bread and wine for the offertory
- ★ Sanctuary lamp-located near the tabernacle, its light indicates the Eucharist is present in the tabernacle.
- ★ Tabernacle-special container made of precious metal to contain Eucharist reserved for the sick; locked.

### **Necessary items to celebrate Mass**

- ★ Roman Missal-contains prayers for the priest to offer during the Mass
- ★ Book of the Gospels-carried by the Deacon or lector and placed on the altar; the Gospel is read from this book.
- ★ Lectionary-Mass readings of the day for lectors
- ★ Altar Breads, usually a very large host and many small ones
- ★ Wine
- ★ Water
- ★ Priests Chalice
- ★ Common cups used for communion

- ★ Ciborium/Ciboria (More than one Ciborium) –dishes to hold the consecrated bread
- ★ Cruets-glass containers; one for water and one for wine
- ★ Purificator-linen cloth used to wipe the chalice or common cup; usually has a cross shape sewn on it.
- ★ Corporal-square linen cloth in the middle of the altar cloth, where the priest celebrates Mass
- ★ Chalice Pall-a stiff cloth-covered square that sits atop the chalice.
- ★ Hand Towel
- ★ Lavabo dish-small bowl to capture water used when priest washes his hands
- ★ Candle lighter with Bell Snuffer with a wax lighting taper
- ★ Altar bells-ring one quick ring during the epiclesis (when priest holds his hands over the gifts. ) Three times when priest elevates the blessed sacrament.
- ★ Processional candles-used during the opening and closing processions
- ★ Processional cross-used during opening and closing processions and to bring gifts forward.
- ★ Hymnal-Heritage

**Additional items used on special occasions, such as funerals & baptisms.**

Specific instructions will be given as needed.

- ★ Holy Water Pot with sprinkler
- ★ Chrismal set of three glass cruets with lids, each holding a sacred oil stored in a special place
- ★ Baptistry font
- ★ Paschal Candle-large candle (Christian symbols on it)
- ★ Funeral Pall-white cloth covering a casket at the beginning of the Mass for Christian burial
- ★ Hanging censer-container that is suspended with chains and hung on a moveable stand; holds the charcoal and eventually, the incense.
- ★ Censor boat with small spoon
- ★ Incense-grainy substance that gives off a pleasant scent when burned; spooned into the censer