

ALTAR SERVERS – RESTART NOTES

FOR A MASS WITH TWO SERVERS

St. John the Baptist Catholic Church

Before Mass:

*Arrive no later than 15 minutes prior to the start of Mass. Enter through the sacristy door.

*Sign In (see binder)

*Vest in an appropriate length alb, cincture & cross

*Use candle lighter to light the candles next to the ambo and altar

*Make sure everything that is needed for Mass is on the Creedence Table

*Know your duties

Server 1 – Is a skilled or master server

Is the cross bearer

Rings the altar bells during consecration

Server 2 – Is a novice, skilled or master server

Is the book bearer

*When the priest (priest/deacon) is ready to move to the back of the church for the entrance procession, if the weather is nice you might walk out of the sacristy door to the rear of the church. During inclement weather, you will exit the sacristy and either bow or genuflect to the tabernacle before walking down the side aisle to the rear of the church.

Entrance Procession:

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Cross Bearer {1}

Server {2}

*Process slowly

*Once at the altar, server 1 (cross bearer) goes to the right and server 2 goes to the left & stop at the bottom of the steps

*If you have something in your hand (ex. the cross), do not bow in front of the altar

*Server 1 will place the cross in the stand and be seated in server 1 seat. Server 2 will go behind the altar to server 2 seat

See next page for seating chart

During the Mass:

*After the Penitential Rite (Lord have mercy) and Gloria (if used), the priest will say “Let us pray”. The book bearer {server 2} will bring the Sacramentary/Roman Missal to the priest and hold it.

(Fr. Matt Only) (Fr. Ken will hold the Sacramentary himself for now)

Preparation of the Altar/Reception of Gifts:

*Both servers will start to prepare the altar during the collection

*Servers will take candles from the sides of the altar and process down the main aisle to the rear of the church once the ushers get to the second to last pillar

*The servers will lead the offertory procession up and candles then will be placed back next to the altar

*Servers will then move back down to the steps and take gifts from the priest/deacon

*Once the priest/deacon hands you the gifts, take them to the altar immediately

Eucharistic Prayer:

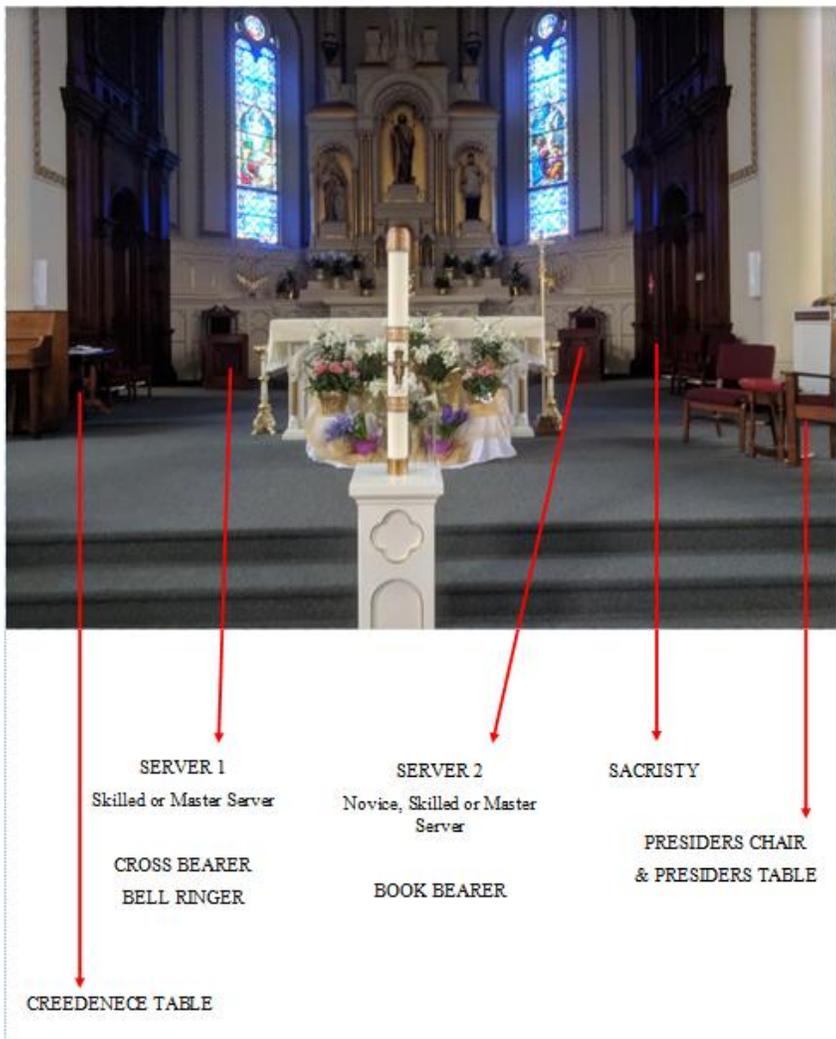
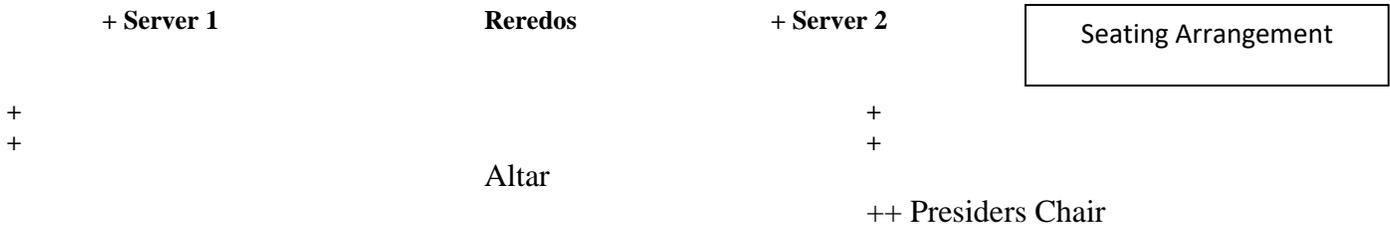
*Please stay at your seats and kneel when the congregation kneels

*For the ringing of the bells, at the elevation of the Body, server 1 should gently and reverently ring the bells. The same should be done for the elevation of the Blood. Please make sure your ring during the elevation.

*During the Lamb of God, both servers will stand in the middle behind the altar

After Mass:

- *Procession out similar to how you process up at the start of Mass
- *Candles need to be extinguished with the snuffer – do not blow out candles



If you are not scheduled to serve but notice there is only one server before the entrance procession, please volunteer. Go to the sacristy to vest and join in the opening procession. If you notice there is only one server after Mass has started, please exit the church and walk around to the sacristy door. Come inside the sacristy to vest and then be seated in server 2’s seat right outside the sacristy door. Please read the entire Altar Server handbook for more information and instruction. Thank you for being part of this ministry.