

Ciborium—Sacred Heart

- If you have been asked to bring the ciborium from the tabernacle please sit on that side of the church.
- Go immediately to the tabernacle, not offering the Sign of Peace
- Open the tabernacle, genuflect, remove the ciborium, close the door
- Move immediately to the sanctuary
- Place the ciborium, with lid still on, next to the missal
- Move to the side of the sanctuary near the baptismal font
- After the distribution of communion, wait to the side of the sanctuary until you are sure all the communion ministers have returned.
- Place the lid on the ciborium if the priest hasn't already
- Before collecting ciborium from the altar genuflect or bow showing proper respect.
- Take the ciborium to the tabernacle and place inside, genuflect, close the door of the tabernacle
- Leave the key in the tabernacle. The sacristan will collect immediately after Mass.

Ciborium—Stella Maris

- Go to the tabernacle when you step up on the sanctuary. Open the tabernacle, genuflect and remove the ciborium.
- Be careful when turning around as there is minimal space behind the altar.
- Place ciborium on altar

Other Practicalities

- If you have been allocated to distribute on the organ side of the church, please ensure all musicians and singers have received communion before returning to the sanctuary.
- When you have completed distributing communion look to see if you need to assist another queue

After Mass

- Sacristan will purify all chalices by pouring a little water in the chalice, swirling it around to ensure the consecrated wine is mixed into the water and then consume before the chalice is washed.
- Please ensure all vessels are washed in warm soapy water only.

If you are concerned about your capabilities or the process, please contact the Parish Priest.

If you are concerned about the capabilities of another person refrain from giving critique or criticism unless asked. Refer all concerns to the Parish Priest.

Surfers Paradise Catholic Parish



Parish Guidelines

Extraordinary Ministers of Communion

Updated: Friday, January 11, 2019. 9:54 AM

Principles for Effective Distribution

The Eucharist is a memorial of Christ's death and resurrection and a paschal banquet where Christ is received, the mind is filled with grace and a pledge of future glory is given to us (Constitution on the Sacred Liturgy (1963) 47).

1. Reverence for God's Presence in the Eucharist.

- Dignity of the process and dress
- Confidence in movement and gesture
- Reverent reception of the Sacrament

2. Distributing the Body and Blood of Christ effectively.

- Knowledge of the pattern of distribution
- Moving in union with other ministers
- Clarity of Eucharistic proclamation "The Body of Christ" "Amen" "The Blood of Christ" "Amen"
- Ensure that the cup hygiene is observed
- Be familiar with the blessing ritual for children and others
- Respond to any difficulties (e.g. fallen host) with calm reverence.

Parish Guidelines

Before Mass

- Arrive 15 minutes before the liturgy. If you have not presented yourself to the Coordinator within a reasonable time frame the Coordinator will need to be seeking a replacement in order to ensure efficient progression of the Mass.
- Let the Mass Coordinator know you are there and check your position (Chalice, bowl etc).
- Please sit on the side of the church you will be distributing communion. Also sit close to the front so you can be promptly in position at the foot of the sanctuary.
- Wash your hands prior to Mass using soapy water.

Communion Ministry Ritual

- During the Sign of Peace, offer one person peace and then move to the side of the sanctuary. If you are distributing the Body or Blood on the left side of the Church, then move to the left side of the sanctuary. Same applies for right side. This is to minimise movement on the sanctuary later. You should be in position in time for the Fraction Rite (Lamb of God). There should be no movement once we commence singing Lamb of God and **definitely no movement at the Elevation of the Host.**
- After the presider drinks from the chalice please step up immediately onto the sanctuary. The presider will give you the consecrated host. After you have consumed, if you are a minister of the chalice, take a purifier from the altar. Step forward to receive the chalice with consecrated wine. After you have consumed from the chalice offer the Blood of Christ to the Extraordinary Ministers beside you who do not have a chalice.
- **It is very important you do not cross the sanctuary from one side to the other to distribute consecrated wine to other Extraordinary Ministers. This can become dangerous and distracting for the Presider. Also it is sacred and appropriate to keep movement on the sanctuary to a minimum.**
- After everyone has received, the Presider will distribute the bowls to Extraordinary Ministers. If you are allocated to distribute the Hosts, then step forward to take a bowl from the presider at this time.
- When the presider begins to move into position in front of the altar then you move to your allocated position.
- Look welcoming. It is OK to smile. Allow time for each communicant to make their sign of reverence. Then engage each communicant by looking at them and saying clearly, "The Body of Christ" or "The Blood of Christ". Wait for their "Amen". Put the host gently but firmly in their hand.
- Do not refer to them personally or mention names.
- When they move away give the next person your full attention. Do not raise the host prior to the person coming to you.
- If you are minister of the chalice, wipe both the inner and outer rim firmly and turn it slightly after each communicant. Move the purifier around slightly each time.
- Make sure you bless the children. You do not need to touch them. You can say "May God bless you" or something similar.
- If you run out of hosts, quietly tell the person in the line that you are going to refill your bowl. Use the ciborium from the altar—you may also need to fill the priest's bowl. Alternatively, he may refill your bowl.
- When all have received return to the credence table. Cup ministers, if possible, consume any consecrated wine left over. Place purifier on top of chalice, do not put inside chalice or wipe chalice out with purifier.