

Order of the Mass

Introductory Rites

- Procession and Gathering Hymn
- Greeting – The Sign of the Cross & Greeting
- Penitential Act or Sprinkling Rite
- Gloria/Glory to God (Omitted during Advent & Lent)
- Collect

Liturgy of the Word

- First Reading (Old Testament)
- Responsorial Psalm (Sung)
- Second Reading (New Testament)
- Gospel Acclamation: Alleluia (Sung) [During Lent Alleluia is omitted and we sing “Praise to you, Lord Jesus, king of endless glory, Savior of the world, Savior of the world.”]
- Gospel (Read by Priest or Deacon)
- Homily (Priest or Deacon)
- Profession of Faith (Nicene Creed)
- Prayer of the Faithful

Liturgy of the Eucharist

- Preparation of the Altar and Presentation of the Gifts
- Preparation of the Gifts
- Prayer over the Gifts
- Eucharistic Preface
- Holy, Holy, Holy (Sung)
- Mystery of Faith (Sung)
- Great Amen (Sung)

Communion Rite

- Lord’s Prayer
- Doxology
- Sign of Peace
- Lamb of God
- Lord I am not Worthy
- Communion
- Prayer after Communion

Concluding Rite

- Announcements
- Blessing
- Dismissal, Recessional and Closing Hymn

Server sign in, is in an office in Children’s Ministry

Two Server Positions now:

Cross-bearer/Book = Carries cross and holds the book for Priest

Water/Wine = Altar preparation / credence table work

Procession

Cross-bearer is first – lines up in center aisle, by second row from the back on black line.

Second server lines up behind the Cross-bearer, even with last row of chairs.

Leave enough space between yourselves and those in front of you so that you do not trip yourself or the people around you.

- Cross-bearer begins processing when the cantor or choir starts singing Gathering Song.
- Cross-bearer will walk down the center aisle, stop in front of stage, head bow to the altar, turn left and place cross in stand and go to their chair.
- Second server will genuflect, turn left and go to their chair.

Chairs are to the left of the stage as you're facing the altar.

Altar Servers will stand in front of their chairs

Sign of Cross and Greeting

Penitential Act

Gloria

Collect/The Prayer

1. When the Priest says "Let us pray", Book proceeds up the steps, to the Priest who is at the Presiders Chair. (The Collect is usually after the Gloria/Glory to God. During Advent and Lent, it will be after the Penitential Act)

Please stand to the right of the priest.

Priest or deacon will hand the Roman Missal to Server/Book. It will be already opened to the page for the prayer

2. **Finishing the Prayer**

When the Priest has finished the prayer, the Priest will close the Book. Book returns the Roman Missal to the table next to the Priest's chair

Liturgy of the Word

After the Collect – Liturgy of the Word

- All servers lead the congregation in standing, sitting, singing, etc.
- After the Collect there will be:
- The 1st Reading which is from the Old Testament read by a Lector – all servers are seated;
- The Responsorial Psalm (which is sung) led by the Cantor – all servers are seated;
- The 2nd reading which is from the New Testament read by a Lector – all servers are seated.
- The Gospel Acclamation: Alleluia (sung) – all servers stand;
- Gospel is read by the Deacon or Priest
- The Homily given by the Priest or Deacon – all servers are seated;
- The Profession of Faith – Nicene Creed – all servers stand;
- The Prayer of the Faithful – all servers remain standing.

After the Prayer of the Faithful, as soon as the assembly says "Amen." Do not sit down.

Deacon will take Roman Missal and place it on the altar.

- Cross-bearer/Book will get the cross and proceed down the center aisle to the gift table. Watch for ushers with the collection baskets.

Water/Wine Altar Server for the Preparation of the Altar

- After the Prayer of the Faithful, Water/Wine server proceeds to the credence table and reverently transfers the corporal from the credence table to the altar and hands to deacon.
- If Deacon hasn't moved the Roman Missal, server will do so at this point.
- Server will then hand the priest's chalice, pall and purificator with cross to the deacon.
- Server will take the chalices, two at a time and hand to the Deacon.
- Priest, Deacon and server will then go to the floor level in front of the altar to receive gifts of paten and wine cruet. Deacon will take the tray with ciboria (bowls). Priest will give cruet of wine to server and Priest will carry the paten to the altar.
- Server with wine cruet will go to the credence table, remove the stopper and place on credence table and get the water cruet. Handles of the cruets are facing out.
- Server will hand wine cruet to the deacon or priest, then the water cruet.
- Deacon/priest will hand server water and wine cruet and server will return them to the credence table.
- Server will place the towel over their left arm and take the gold bowl and water pitcher to the altar.
- Server will pour small amount of water over priest hands and priest will wipe his hands in the towel. Server will return the bowl and pitcher to credence table and go to their chair.

Cross-bearer

- When presider is standing in front of the altar, cross-bearer will escort the family down the center aisle.
- When Cross-bearer is in front of the presider, Cross-bearer will do a slight head bow and turn to the left and place cross in the stand and take their seat

Since we do not have kneelers, if you can, remain standing after the Holy, Holy is sung and until you receive communion. If you can't stand that long, please be seated.

Communion

- After receiving communion, Book will go take the glass Water Cruet from the Credence Table and place it on the Altar
- Book will remove the Roman Missal from the Altar and place the Missal on table by priest's chair
- Book returns to server's chair and sits.
- Water/wine, after receiving communion, returns to server's chair and sits.

Book

After Communion when the Priest returns to his chair, after a brief moment of silence, he will stand and say "let us Pray". Book will proceed up the sanctuary steps. Priest or deacon will hand you the Roman Missal.

Please stand to the right of the priest.

Prayer after Communion

The Priest will open the Book and pray the Prayer after Communion. The Priest will read the pulpit announcements after the Prayer after Communion.

Finishing the Prayer / The Final Blessing

When he has finished the prayer, the Priest will close the Book. If there's a Solemn Blessing, priest will have Book step to the side while reading the pulpit announcements. **The deacon or priest will then say, "bow down for the blessing," and say the blessing.** Book returns the Roman Missal to the table next to the Priest's chair.

The Recessional – All Servers

- After Final Blessing, the Cross-bearer will go and get the cross which is in a stand by their chair. Cross-bearer will stand floor level in front of the ambo, facing the altar.
- Other server will go and stand next to Cross-bearer facing the altar.
- After the Final Blessing and once the final song begins the Priest will reverence the Altar and move to the bottom of the Sanctuary steps.
- When the Priest genuflects to the Altar, cross bearer does a head bow and wine/water server genuflects with him and then turn toward towards the entrance to the gym.
- Server follow the Cross Bearer
- Walk slowly and reverently, with enough space between each group to avoid tripping anyone around you.
- Cross-bearer will proceed to the stand for the cross by the entrance of the gym.
- Other server will stop on either side of the cross, facing the cross. When all have reached cross, Priest will bow to the cross along with deacon and servers will bow to the cross.
- Cross-bearer will place cross in stand at entrance.
- Servers will hang up albs, cinctures and crosses properly and put position and badge away. Please do not leave items on the floor.

Credence Table



Gift Table



Presiders Chair and table

