

# THE ROLE OF ALTAR SERVER AT ST. THERESA PARISH

## Important items for all servers to remember:

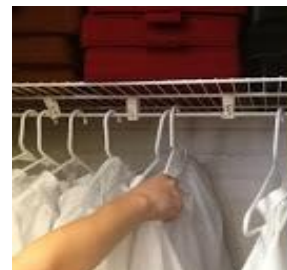
- Be happy and smile; fold your hands reverently when standing.
- You are part of a 'team': work together with joy.
- If a sacristan asks for your help (for example, lighting candles or helping to gather liturgical items) say YES and do the task with joy.
- Don't be afraid to ask questions. Ask your fellow servers, the sacristan, priest and deacon.
- The 'cross-bearer' is also the 'Book-bearer'; your role is to bring the Book (Roman Missal) to the priest at the words "Let us Pray", and to bring the Book *to and from* the altar at the appropriate time.
- The candle-bearers lead the priest/ deacon to the ambo for the gospel and return the same way they came - in front of the altar (never behind the altar).
- The 'candle-bearers' bring the chalice, water, bowl and towel (at the Offertory) *to and from* the altar as well as the empty bowels (ciboria) from the credence table to the altar (during the 'Lamb of God') just before Communion. At the Offertory, as one candle-bearer brings the chalice to the altar, the other candle-bearer stands next to the priest at the foot of the altar to receive the cruet of wine. The priest/ deacon always carries the bowl with the unconsecrated hosts to the altar.
- A fourth server is the 'bell-ringer.'
- All servers retrieve the cushions under the pew reverently and kneel on the first step with hands folded during the Eucharistic Prayer (beginning with the conclusion of the singing of "Holy, Holy, Holy..." and ending at the beginning of the "Our Father." Servers should reverently place the cushions back on the little shelf under their pew.
- All servers remain standing when the gathered people kneel just after the singing of the "Lamb of God." Servers receive Holy Communion *standing* and at the same time as the gathered people in the pews.
- After the final prayer and blessing by the priest, servers retrieve the cross and candles and station themselves at the foot of the altar. After the priest/ deacon has bowed to the altar the servers turn and lead the recession down the center aisle.
- Servers return to the server sacristy by way of the daily chapel and assist the sacristan if asked.

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St. Theresa Parish is grateful to all of the faithful altar servers who offer their time and talent. Servers always wear their Sunday best with dress shoes.



Altar servers choose an alb that fits appropriately (to shoe tops) from the closet in the server sacristy. An alb (from the Latin *albus*, meaning white) is the common garment of all the baptized.

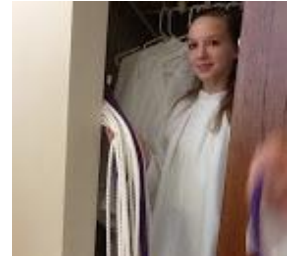


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A cincture is tied around the waist and aids the length of the alb. A small cross is also worn around the neck.



The color of cincture matches the color of the priest's outer vestment (chasuble) and can be found on the liturgical calendar on the server sacristy wall (dates in black mean a white cincture with all other colors corresponding to the calendar color).



Candles and 'candle snuffer' are found in the server sacristy. Candles are lit and extinguished by using the snuffer.



Gifts of bread and wine are placed on the table by the baptismal font; chalice, water, finger bowl, towel and empty bowls (ciboria) are placed on the credence tables. Servers proceed to the back of church together by way of the daily chapel.



Servers meet at the baptismal font and line up as the song begins. Servers begin the procession at the second verse allowing six feet in between servers.

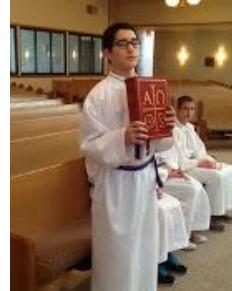


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Cross - bearer places the cross in its holder near the credence table and candle-bearers place their candles on the credence table. All servers remain standing with hands folded reverently.



Cross-bearer is also the Book-bearer (Roman Missal) and moves *to and from* the priest with the Book chest high. The priest will adjust the height of the Book.



Candle-bearers wait for the priest/ deacon and lead him to the ambo. They return the same way they came - in front of the altar.



At the offertory, the cross-bearer (who is also the Book-bearer) places the Book in the center of the altar. One candle-bearer brings the chalice with purificator to the altar and the other candle-bearer receives the wine with the priest at the foot of the altar. The candle-bearer who places the chalice on the altar also brings the water cruet to the altar and remains at the altar until the priest washes his hands.



The server who has the wine cruet returns it to the credence table and returns with the finger bowl and towel. Both return to their places *together*.





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Servers reverently place cushions (stored on shelves under the pew) and kneel with hands folded throughout the Eucharistic Prayer. At the 'Our Father', the servers return their cushions to the shelves under the pew and remain standing (even when the congregation kneels after the 'Lamb of God.')



The bells are located in a covered box on the first step of the sanctuary. The bells are rung three times at the elevation of the consecrated host and wine. The bells should be gently rung with a simple turn of the wrist.



During the singing of the 'Lamb of God,' the candle-bearers bring the empty bowls (ciboria) from the credence table and place them on the left side of the altar.



The altar servers receive communion *standing up* by proceeding to the nearest Extraordinary Minister of Holy Communion in the same manner as the general congregation. After receiving Holy Communion, the cross-bearer (who is also the Book-bearer) takes the Book back to his pew. The candle-bearers remove all other items (chalice, purificator, ciborium) from the altar to the credence table. All servers remain seated reverently during the remainder of the Communion Rite.



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Just like the beginning of Mass, the cross-bearer (who is also the Book-bearer) brings the Book to the priest at the words "Let us pray."



After the final blessing (and as the final music begins), the cross-bearer and candle-bearers retrieve the cross and candles and station themselves at the foot of the altar waiting for the priest/deacon.



Only the fourth server bows with the priest/deacon. All servers turn together and lead the recession to the back of church.



The cross-bearer returns the cross to its holder by the baptismal font; candle-bearers extinguish their candles and all return reverently to the server sacristy by way of the daily chapel.



## Some helpful hints:

If a server is carrying an object (cross, Book, candle) there is no obligation to bow.

The Book remains in the pew and not on the credence table.

All servers should neatly put their cincture, cross, and alb in the closet.

