

# Ordinary Time/Advent Season

## Before Mass

- A. Arrive early to Mass. Ensure this sheet is accessible
- B. Dress out- use black/white cassocks if there are enough and everyone can fit in them

### **1. Procession into Mass**

- a. 1 **Cross bearer**
  - i. Leads
    1. Gets to Altar and pause
    2. Puts Crucifix behind door
    3. Sits down in #1 spot on server bench
- b. 2 **Candle Bearers**
  - i. Behind Cross bearer
    1. Gets to altar and opens space between to allow Father, Deacon, Lectors and #4 in
    2. Bows head with Father
    3. Goes up on altar and places candles
    4. Sits down in #2 and 3 spot on server bench
- c. 1 **#4 position**
  - i. Behind candle bearers
    1. Gets to altar, stands next to right candle bearer
    2. Bows/Genuflects (depending on Father)
    3. Sits down in #4 spot on server bench

### **2. Gospel- (cue: congregation stands, singing Alleluia, Father gets up to grab Gospel)**

- a. **Candle Bearers**
  - i. Move to candles pick them up (bow in front of Crucifix)
  - ii. Move when Father/Deacon move around lectern (bow in front of Crucifix)
    1. Hold candles during Gospel, place candles once Father concludes the reading
  - iii. Move back to bench (bowing in front of Crucifix)

### **3. Preparation for Communion (cue: after intentions, ushers come forward for collection)**

- a. **Candle Bearers**
  - i. Secure candles (bowing together in front of altar)
  - ii. Move to back of the church
  - iii. When told by Usher move back to front, splitting around Father
  - iv. Bow, place candles
  - v. Move to bench
- b. **Cross Bearer**
  - i. Brings Eucarist kit to Altar
  - ii. Moves to front of steps to help receive gifts
  - iii. Brings gifts to Altar, moves back to bench
- c. **#4**
  - i. Brings Silver Cruet and/or purifiers to altar
  - ii. Moves to other side of Father to help receive gifts
  - iii. Brings gifts to Altar, moves back to bench

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### 4. **Washing of hands** (cue: after gifts have been placed on altar)

#### a. #4

- i. drapes towel over left arm
- ii. Take Lavabo dish in left hand
- iii. Secure Silver Cruet from altar, when Father turns to you, apply a generous amount of water to his hands
- iv. Once he wipes his hands on towel, go back to bench placing supplies on server tray

### 5. **The Epiclesis**

#### a. Cross Bearer

- i. Cue: Father raises hands to call down Holy Spirit
  1. ring bells once
- ii. Cue: Father raises host up
  1. ring bells 3 times
- iii. Cue: Father raises chalice up
  1. ring bell 3 times

### 6. **After receiving Communion**

#### a. All servers

- i. Go back to Bench

### 7. **Post Communion** (cue: all Eucharistic Ministers leave altar)

#### a. All servers

- i. Line up next to altar to take items away
- ii. Once altar is cleared, bow to Father
- iii. Return Items to server tray
- iv. Sit down on bench

### 8. **Procession out of Mass** (cue: first note of final song)

#### a. Cross bearer

- i. Secures cross, moves to between crosses of front pew
- ii. Nods head when Father bows/genuflects- turns with Cross leading out of Mass

#### b. Candle Bearers

- i. Secure Candles (bowing in front of Crucifix), moves to kneeler of first pew
- ii. Nod head when Father bows/genuflects
- iii. Turn into each other and follow Cross Bearer
- iv. Blow candles out once at the back of the Church

#### c. #4

- i. Stands on the far side of the front kneeler
- ii. Bows or Genuflects (follow Father's lead)
- iii. Follows Candle bearers