

Serving at Mass at Holy Spirit Church

- Arrive 10-15 minutes before the liturgy.
- Server Albs are located in the closet in the playroom. The alb you choose should go to your ankles but not touch the floor. *(Albs are made from lightweight material and what you wear underneath will show through. For this reason please avoid bold stripes and "loud" designs that might show through. Solid colors work best. Neat, clean shoes should be worn and feet should be covered.*
PLEASE: NO flip-flops! *These make noise and do not belong in the sacred space of the sanctuary!)*
- Wait in the chairs by the sacristy. The Sacristan will give you a cross to wear and a songbook. The Sacristan or Father will give you any special instructions if there is a baptism or special blessing.
- At about 5 minutes before the start of the Mass, all the lay ministers, including servers, will pray together.
- When Father and the Lector are ready, go with them into the church.
- When the Musicians have finished the greeting, the servers lead the procession down the aisle.
- Stop at the end of the aisle at the first pew...wait for Father and then all genuflect together toward the direction of the tabernacle (that is toward your right).
- Go to your chair, one server on each side of Father, and remain standing.... (both servers are to Father's left when there is a deacon)

Part I - Prayers and Readings

Greeting

Lord Have Mercy

Gloria

Opening Prayer: Server on Father's left bring the book to him and hold it for him.

When he's finished, place the book at the altar.....return to your place.

Sit and stand as the people do.

Liturgy of the Word

Homily

Nicene Creed

General Intercessions (petitions)

Part II - Preparation of Gifts and Eucharistic Prayer

1. After the petitions go to the Credence table (in the corner behind the Altar) and bring ALL the Chalices (cups) and their clothes to the Altar. Please keep the Purificators (white cloths) on the top of each Cup and covered lightly with your hand to keep it from falling off.
2. Go with Father or the deacon to the bottom of the steps to receive the water and wine from the Gift Bearers.
3. Take the water and wine to the credence table. Carefully remove the covers.
4. One server brings the wine (flagon) and the other server brings the water (cruet) to Father (always go together....you are partners). Come close enough to him so he doesn't have to come to you...the best place to stand is right at the corner of the Altar. Hold the water cruet so that the handle FACES Father.
5. Father will hand the water AND the wine back to you.
6. Return to the table together. Set down the wine. One server can bring the water and the

- dish (lavabo) to Father...the other one brings the finger towel.
7. Go to the altar together. Pour a little water over Father's fingers while holding the Lavabo dish underneath to catch the water. Give Father the towel to wipe his hands. Return to the table together. Fold the towel and set everything on the table.
 8. Kneel on the second step near the organ, keeping your attention on Father, and participate in the singing.

Our Father

Sign of Peace...Greet Father, the deacon (if there is one) and each other ...then go to the table and bring the rest of the vessels (bowls) to the altar.

Part III - Communion

- Stand in the line with the Eucharistic Ministers to receive Communion.
- When the Eucharistic Ministers go to distribute Communion, please go to kneel by the organ and participate in singing the Communion Song.
- When Father is done serving Communion, he will purify the vessels. Come to the Altar to bring the vessels back to the Credence table as he finishes cleaning each one.
- When he starts walking back to his chair, you may go to sit down. The "book" server can get the red book from the Altar.

Part IV - Closing Prayer and Final Blessing

Announcements

Closing Prayer and Final Blessing: Stand when Father stands....hold the red book for Father. After the prayer place the book on your chair.

Recessional (walking out)

Sing the closing song. Move to leave when Father moves. He will kiss the altar...just wait for him. Then you will all move to leave. Stop with Father at the 1st pew, turn around together, genuflect together toward the tabernacle, and then servers leave first.

Clean-up

After Mass, you can help the sacristan by bringing items back from the Credence Table to the Sacristy.

(Be careful not to tip them over or drop items). The sacristan may ask you to snuff out the candles: only do so with the snuffer...do NOT blow them out because soot and wax can fly onto the altar cloth.

Return your cross to the sacristy. *Please hang up your alb. THANK YOU!*

**** * *If you should begin to feel weak or ill while the mass is going on, you may always go to your place and sit or leave the altar area and go to the Gathering Space. Father will understand and your partner will carry on without you.***

THANK YOU FOR SERVING!

We truly appreciate your help in making the liturgy a prayer to praise and thank God for all the blessings we have received.

SERVER VOCABULARY LIST

Have you ever wondered how to pronounce those weird names for things used at Mass? Father or the Sacristan may refer to certain objects with their proper name, so here is a list of words to help you figure out what things are called!

Alb – the long, white garment used to cover street clothes and worn by the priest, deacon, and altar servers

Altar – the table on which the Mass is celebrated

Ambo – the lectern where the Word of God and sermon are proclaimed

Book of the Gospels – the book used by the deacon to proclaim the Gospel

Chalice (CHAL liss) – the cup that ultimately contains the Blood of Christ

Ciborium / Ciboria (sih BORE e um / sih BORE e uh) – the small, round, closed container/s holding the host to be consecrated during the Mass and carried to the altar for the preparation of the gifts

Corporal (CORE pore uhl) – each of the square cloths placed at the middle and right side on top of the altar

Credence Table – the small table off to the side of the sanctuary where the chalice, cruet, lavabo bowl, and towel are kept during the Mass when they're not being used

Cruet (CREW it) – the small glass container holding the water

Flagon (FLAG un) – the large pitcher holding the wine to be consecrated during the Mass and carried to the altar for the preparation of the gifts

Lavabo (luh VAH boh) Bowl – the basin over which the priest's hands are washed

Lectionary (LEK shun air ee) – the book from which all the readers proclaim the Word of God

Processional Cross – the cross carried into the church at the head of the procession (We usually only use the cross in a procession for funerals and Stations of the Cross)

Purificator (PURE if ih kate er) – the cloth used to wipe the chalice after receiving the Precious Blood

Sacramentary (sac ruh MEANT er ee) – the book containing all of the prayers used for the Mass

Sacristy (sa-criss-tee) – the room where the vestments and sacred vessels are kept

Sanctuary (saynk-choo-air-ee) – the raised platform where the altar and ambo are located and the

Tabernacle – the ornamental, locked box where the consecrated Eucharist is kept

Vestments – the clothing worn during the Mass by the priest, deacon, and altar servers

Prayers and Responses

The 1975 Roman Missal allows for certain variations in prayers and responses at certain times during the Mass. Below are those most commonly used. Bold words indicate words spoken by the altar server/congregation while words of the priest/celebrant are in italics.

Greeting

Make the sign of the cross...

In the name of the Father, and of the Son, and of the Holy Spirit. Amen.

The grace of our Lord Jesus Christ and the love of God and the fellowship of the Holy Spirit be with you all. And also with you.

Penitential Rite

I confess to almighty God, and to you my brothers and sisters, that I have sinned through my own fault in my thoughts and in my words, in what I have done, and in what I have failed to do; and I ask blessed Mary, ever Virgin, and all the angels and saints, and you, my brothers and sisters, to pray for me to the Lord our God. Amen.

Kyrie Eleison

These are repeated first by the priest and then by the congregation...

**Lord have mercy
Christ have mercy
Lord have mercy**

Gloria

Glory to God in the highest, and peace to his people on earth. Lord God, heavenly King, almighty God and Father, we worship you, we give you thanks, we praise you for your glory. Lord Jesus Christ, only Son of the Father, Lord God, Lamb of God, you take away the sin of the world: have mercy on us; you are seated at the right hand of the Father: receive our prayer. For you alone are the Holy One, you alone are the Lord, you alone are the Most High, Jesus Christ, with the Holy spirit, in the glory of God the Father. Amen.

Liturgy of the Word

After the first reading...

The word of the Lord.

Thanks be to God

Prior to reading of the Gospel, stand...

The Lord be with you, And also with you. A reading from the holy gospel according to...

Trace a small cross with your thumb on your forehead, lips and heart

Glory to you, Lord.

At conclusion...

This is the gospel of the Lord.

Praise to you, Lord Jesus Christ.

Nicene Creed

We believe in one God, the Father, the Almighty, maker of heaven and earth, of all that is seen and unseen. We believe in one Lord, Jesus Christ, the only Son of God, eternally begotten of the Father, God from God, Light from Light, true God from true God, begotten not made, one in Being with the Father. Through him all things were made. For us men and for our salvation he came down from heaven: by the power of the Holy Spirit he was born of the Virgin Mary, and became man. For our sake he was crucified under Pontius Pilate; he suffered, died, and was buried. On the third day he rose again in fulfillment of the Scriptures; he ascended into heaven and is seated at the right hand of the Father. He will Come again in glory to judge the living and the dead, and his kingdom will have no end. We believe in the Holy Spirit, the Lord, the giver of life, who proceeds from the Father and the Son. With the Father and the Son he is worshiped and glorified. He has spoken through the Prophets. We believe in one holy catholic and apostolic Church. We acknowledge one baptism for the forgiveness of sins. We look for the resurrection of the dead, and the life of the world to come. Amen.

Offertory Response

Pray, brethren, that our sacrifice may be acceptable to God, the almighty Father.

May the Lord accept the sacrifice at your hands for the praise and glory of his name, for our good, and the good of all his Church.

Prayer over the Gifts

The Lord be with you.

And also with you.

Lift up your hearts.

We lift them up to the Lord.

Let us give thanks to the Lord our God.

It is right to give him thanks and praise.

Sanctus

Holy, holy, holy Lord, God of power and might, heaven and earth are full of your glory. Hosanna in the highest, Hosanna in the highest. Blessed is he who comes in the name of the Lord. Hosanna in the highest, Hosanna in the highest.

Memorial Acclamations

- 1. Christ has died, Christ is risen, Christ will come again.**
 - 2. Dying you destroyed our death, rising you restored our life. Lord Jesus, come in glory.**
 - 3. When we eat this bread and drink this cup, we proclaim your death, Lord Jesus, until you come in glory.**
 - 4. Lord, by your cross and resurrection you have set us free. You are the Savior of the world.**
- Amen.**

Lord's Prayer

Our Father, who art in heaven, hallowed be thy name; thy kingdom come; thy will be done on earth as it is in heaven. Give us this day our daily bread; and forgive us our trespasses as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil.

Sign of Peace

Lord Jesus Christ, you said to your apostles: I leave you peace, my peace I give you.

Look not on our sins, but on the faith of your Church, and grant us the peace and unity of your kingdom, where you live for ever and ever.

Amen.

The peace of the Lord be with you always.

And also with you.

Agnus Dei

Lamb of God, you take away the sins of the world, have mercy on us.

Lamb of God, you take away the sins of the world, have mercy on us.

Lamb of God, you take away the sins of the world, grant us peace.

This is the Lamb of God who takes away the sin of the world. Happy are those who are called to his supper.

Lord I am not worthy to receive you, but only say the word and I shall be healed.

Closing Rite

The Lord be with you.

And also with you.

Blessing with all making the sign of the cross.

The Mass is ended, go in peace,

Thanks be to God.