

## Extraordinary Minister of Holy Communion Guidelines

Before serving at the Liturgy in any capacity one ought to plan ahead, beginning with dress. A quick rule of thumb is to dress at least one step above whatever your profession requires. Doing so shows reverence for Jesus whom we serve at the Liturgy, as well as preparing our hearts and minds to participate in the Liturgy even before we arrive at the Church.

Near the Baptismal Font and Ambry with the Holy Oils is a podium with a map of the worship space, numbers, and a blank space to write your name. Each number is a location for an Extraordinary Minister (EM) to distribute Holy Communion. Before Mass, please sign up for one of the locations to distribute Holy Communion. Please fill spaces 1-3 *and Low Gluten* first, to ensure at least one EM be present at each aisle for distribution of Holy Communion. Once these spaces are filled, please sign up for spaces 4-7.

The EM who is signed up for space 1 (or space 2 if a deacon is serving in the Liturgy) will get the tabernacle key from the Credence Table as the priest begins the Our Father prayer. During the Our Father, this person will go to the Eucharistic Chapel and retrieve the Blessed Sacrament from the Tabernacle, including the *Low Gluten* hosts in the small golden ciborium. They will then process reverently to the altar carrying our Lord, and ascend the steps to the altar during the Sign of Peace to hand the ciboria to the priest/deacon.

During the Sign of Peace, the other EM's go to the Credence table where hand sanitizer is available to use before receiving Holy Communion. Optionally there is a bottle of hand sanitizer next to the celebrant's chair to use after receiving Holy Communion. Please line up facing the altar in a line parallel with the wall on your right; this keeps the first step of the sanctuary accessible to the altar servers to kneel during the "Behold the Lamb of God." *Low Gluten EM*, please line up last in line. This will make it easier for the priest to hand out ciboria.

Once the Priest has received Holy Communion and distributed Holy Communion to the musicians and cantors, proceed up the steps and receive Holy Communion. Stand in a semi circle around the altar, allowing space for the priest to move about as he hands off ciboria to the EM's.

Once everyone has a ciborium, please proceed to your numbered space in the worship space. Also please be aware of our brothers and sisters who are not physically able to receive via the communion line, and bring them Holy Communion in their pew.

The Congregation for Divine Worship under the direction of Pope Paul VI promulgated *Memoriale Domini* in 1969, discussing worthy reception of Holy Communion on the tongue or in the hand. Later, Pope Paul VI issued an *indult*, an exception to the law, for the Catholic Church in the United States permitting reception of Holy Communion on the hand. It is not permitted however to deny someone communion on the tongue or while kneeling. If you are uncomfortable with distributing Holy Communion on the tongue, please direct them to the priest's communion line.

Once your communion line has finished, check and see if other EM's are in need of more hosts. If not, then return to the altar and reverently place your ciborium on the corporal (white cloth with nine squares folded in it) on the right hand side of the altar. This will make consolidating the hosts into one ciborium, and purifying the Sacred Vessels safer and easier. Our altar is not small, but it can feel small if we have ciboria scattered around the altar.