

## UPDATE OF PROCEDURES FOR ACOLYTES AND HELPERS FOR COMMUNION

Being an Acolyte or Helper for Holy Communion is a privilege. It is a special opportunity for young people to give of themselves, their time, and service to the Church. This sheet is intended to help each person know how best to do this task and to develop good habits to make sure the task is done well. It is the responsibility of the Pastor and Altar Committee of the Church Council to make sure Acolytes and Helpers are secured and trained.

1. When you are scheduled as willing to serve and are placed on the advance commitment list, plan to arrive 10 to 15 minutes before the worship service is to begin. When you arrive, check to be sure about the color of the paraments and select the appropriate robe to be worn. Then check the Candle Lighter to be sure it is ready and matches are available.
2. When the Prelude begins, the candles are to be lit. The left candle (Epistle side) is to be lit first. Then pause momentarily before lighting the right candle (Gospel side). After the candles are lit, the Acolyte remains in the Chancel - seated next to the Pastor. It is the responsibility of the Acolyte to be available to assist the Pastor at all times during the entire worship service.
3. After the last hymn, when the lights are normally lowered for personal meditation, the Acolyte extinguishes first the right candle (Gospel side) and then the left candle (Epistle side). The Gospel candle should never be left burning alone. Before the Epistle candle is extinguished the Acolyte will take the light back on the Candle Lighter and carry it out into the sacristy.

Helpers with Holy Communion are the Collector of empty cups and the Runner from the sacristy to the altar. Watching how it is presently being done is the best way to learn how to be either a Collector or a Runner. The Collector, especially, needs to be alert and responsive to the Pastor, accompanying him to commune people in the first pew when necessary after everyone else has communed.

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