

**St. Francis of Assisi Parish**

# LITURGICAL



# MINISTRY

A variety of people with diverse gifts & skills  
contribute to the creation, prayerfulness, & beauty of  
the liturgies here  
at St. Francis...

**The Liturgical Ministries**

**at St. Francis of Assisi Parish include...**

Ministry of Holy Communion

Acolyte Ministry

Linen Ministry

Ministry of Hospitality

Lighting & Sound Ministry

Dance/Movement Ministry

Bread Baking Ministry

Liturgy Preparation Team

Ministry of the Word

Sacristan Ministry

Music Ministry

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YES, I AM INTERESTED IN LITURGICAL MINISTRY!

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

I regularly attend Mass:      5:15pm Sat.    7:30am Sun.

9:30am Sun.    12:00pm Sun.

After prayerful discernment, I would like to serve in the

following Ministry: (circle choice)

**Ministry of Holy Communion**

**Ministry of the Word**

**Dance/Movement Ministry**

**Sacristan Ministry**

**Bread Baking Ministry**

**Linen Ministry**

**Lighting & Sound Ministry**

**Acolyte Ministry**

**Liturgy Preparation Ministry**

**Music Ministry**

**Ministry of Hospitality (Usher / Greeter)**

Previous experience, skills, or talent:

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\_\_\_\_\_  
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Return to Parish Office or place in collection basket

# As a Music Minister...

- † You serve the community's worship by leading the assembly in sung prayer
- † You possess some competency in the performance of music
- † You are a member of either the 5:15pm Saturday or the 9:30am Sunday Choirs; or you are one of the individual cantors at our 7:30am or 12:00pm Sunday liturgies
- † Or you are part of the children's choir singing at the Children's Liturgy of the Word (CLOW) during the 9:30am Sunday liturgy



## To be a Music Minister at St. Francis of Assisi Parish you must...



- † enjoy singing and/or playing an instrument
- † be aware that this ministry requires a significant time commitment, not only in our liturgies but also has a minimum requirement of one rehearsal a week
- † commit to additional personal preparation time

Ministry is a vital part of our stewardship commitment of time, talent & treasure.

*Liturgical Ministers are servants of the liturgy and, in all things, serve the gathered assembly, for the first & most important liturgical ministry, is that of the assembly.*

## As a Liturgical Minister at St. Francis of Assisi Parish you must...

- † be a registered, actively participating member of St. Francis of Assisi Parish
- † exhibit an attitude of service toward the community
- † make a commitment of ONE year as a minister
- † be reliable & responsible
- † attend annual workshop/day of prayer

In addition, each Ministry has its own additional requirements, which are listed on the following pages along with a description of each ministry...

## As an Extraordinary Minister of Holy Communion...

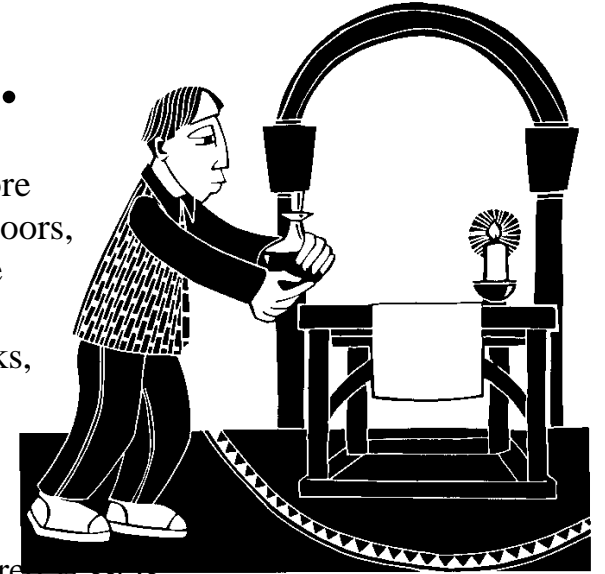


- † You serve the Eucharistic meal as a Minister of the Bread or Minister of the Cup
- † You acknowledge, through eye contact & reverent distribution of the Body & Blood of Christ, the presence of Christ in each person you encounter
- † You are a member of a team that serves the same weekend every month
- † You are a Sign of our communal pledge to serve one another, which Christ asked of us when he washed the feet of his disciples

### To be an Extraordinary Minister of Holy Communion at St. Francis of Assisi Parish you must...

- † be at least 16 years of age
- † commit to serving at a given mass once a month
- † be able to arrive 30 minutes prior to the liturgy in which you are scheduled to serve & remain 10 minutes after Mass to help clean the Eucharistic vessels

## As a Sacristan...



- † You are the first to arrive before the liturgy & you unlock the doors, turn on the lights, & adjust the heating & cooling
- † you prepare the liturgical books, the vestments, & other things necessary for the celebration of liturgy
- † you place the correct amounts of the bread & wine in the sacred vessels
- † you dress the altar
- † you gather all the necessary vessels & objects for the worship space & place them in their proper place

### To be a Sacristan at St. Francis of Assisi Parish you must...

- † be able to arrive early: 30-45 minutes before the liturgy
- † be a fully initiated Catholic
- † currently be a Liturgical Minister, preferably a Eucharistic Minister
- † be a longtime participant as a liturgical minister at St. Francis
- † have a knowledge of liturgical terms

## As a Minister of the Word...



- † You are part of a long line of oral tradition whose task it is to arouse a living faith
- † You lift God's Word from the written page & give it life
- † You proclaim God's Word to the community with conviction, passion, & transparent faith
- † You lead the assembly in prayer as you pray the Prayers of the Faithful
- † You gather with fellow lectors on the Monday evening before you are scheduled to serve to break open the Word & to work on the skills necessary to be an effective proclaimer & leader of prayer

### To be a Minister of the Word

#### at St. Francis of Assisi Parish you must...

- † be a fully initiated Catholic
- † be able to arrive 30 minutes prior to the liturgy in which you are scheduled to serve
- † be available to attend the Monday evening Lector Meeting
- † possess the qualities of a good voice:  
ENERGY, CLARITY, & EXPRESSION
- † commit to personal prayer/preparation time
- † participate in an audition discernment process

## As an Acolyte...

- † You assist the presider during the liturgy
- † You hold the liturgical books for the presider
- † You prepare the altar & the sacred vessels at the beginning of the Liturgy of the Eucharist
- † You serve as a Minister of the Cup during communion



### To be an Acolyte

#### at St. Francis of Assisi Parish you must...

- † be a longtime participant as a liturgical minister at St. Francis
- † currently be a Eucharistic Minister
- † possess a quiet grace-filled presence
- † have a knowledge of liturgical terms
- † be able to arrive 30 minutes prior to the liturgy in which you are scheduled to serve

## As a Member of the Linen Ministry...



- † You serve once a month, washing, drying, & ironing the linens used for our liturgical celebrations
- † You pick up the linens from the sacristy on Sunday & return them by the following weekend
- † You provide your own cleaning & ironing supplies to accomplish your ministry

**To be a Member of the Linen Ministry  
at St. Francis of Assisi Parish  
you must...**

- † be able to commit to serving ONCE a month, the same weekend every month
- † enjoy doing laundry
- † possess a washing machine, dryer, iron, & ironing board

## As a Member of the Liturgy Preparation Team...



- † You bring your creativity & unique talents to the preparation process
- † You meet throughout the year as part of various seasonal teams, participating in the planning, creation & implementation of various elements of our liturgies, such as seasonal church environment, Communal Reconciliation services, scripture dramatizations, etc.
- † You nurture the community's prayer & worship, searching out expressions of our faith that engage the senses & expand the horizons of our worship

**To be a Member of the Liturgy Preparation Team at  
St. Francis of Assisi Parish you must...**

- † have a willing enthusiasm to be more

## As a Member of the Bread Baking Ministry...



- † You are a part of an ancient tradition
- † You help the community to experience Jesus' Real Presence in the Eucharist more richly
- † You are a member of a small team that bakes one weekend a month
- † You gather with your team on one Saturday morning a month in the kitchen of the Parish Center to bake the bread for our Eucharistic celebrations that weekend

### To be a Member of the Bread Baking Ministry at St. Francis of Assisi Parish you must...

- † be able to serve ONE Saturday a month
- † be a fully initiated Catholic
- † enjoy baking

## As a Minister of Hospitality or Usher/Greeter...



- † You create & maintain a climate of hospitality
- † You convey a warm welcome & sense of community & belonging to each person you encounter, building up the Body of Christ
- † You convey a spirit of reverence for God's House & God's People
- † You are the custodian of the church doors & windows
- † You distribute songsheets & bulletins, & assist at taking up the collection
- † You seat people & provide needed assistance
- † You ready the church for the next liturgy
- † You are part of the worshipping community & model attentive participation

### To be a Minister of Hospitality at St. Francis of Assisi Parish you must...

- † be able to arrive 30-45 minutes prior to the liturgy in which you are scheduled to serve & stay 10-15 minutes afterwards
- † be a "people person"
- † commit to serving ONE weekend a month

## As a Minister of Lighting & Sound...

- † You set up all sound equipment used in the liturgy
- † You set up the chairs, music stands, & lights for the music ministers
- † You get out the wireless microphones for those who will need them, checking & replacing batteries as needed
- † You monitor the mixer board during the liturgy & make adjustments if necessary
- † You take down & put away all sound equipment after the liturgy



### To be a Minister of Lighting and Sound at St. Francis of Assisi Parish you must...

- † Possess good hearing
- † Possess a certain degree of mechanical aptitude
- † Be able to arrive 45 minutes prior to the liturgy for which you are scheduled to serve & remain 15 minutes afterwards
- † Apprentice with a current minister until you're trained

## As a Minister of Movement & Dance...



- † You create movement & dance that will enhance the community's prayer & worship
- † You are visual prayer
- † You inspire & motivate the community to participate more fully in WHOLE body prayer
- † You faithfully attend all necessary rehearsals prior to a worship performance

### To be a part of the Dance/Movement Ministry at St. Francis of Assisi Parish you must...

- † Be able to faithfully attend & actively participate in rehearsals as scheduled
- † Cultivate a graceful prayerfulness when dancing
- † Commit to personal prayer & dance preparation time at home