

The ALTAR SERVER Responsibilities at Mass

The ALTAR SERVERS should arrive at Church 20 minutes before Mass, dress in your alb, and light the Altar candles 15 minutes before Mass begins.

The Mass begins with the entrance song.

While waiting for Mass to begin, the “CROSS” ALTAR SERVER should rest the cross on your shoe. When the congregation begins to sing, the “CROSS” ALTAR SERVER carries the cross leading the procession to the altar. The ALTAR SERVER holds the cross near the stand until Father and the Deacon genuflect, bow and proceed to the altar. The ALTAR SERVER places the cross in the stand and proceeds to the pew.

The “MISSAL” ALTAR SERVER follows the “CROSS” ALTAR SERVER, carries a hymnal and sings with the congregation. The ALTAR SERVER genuflects and bows with Father and the Deacon and then proceeds to the pew.

Father will read the first prayer from the Missal which will be on his chair.

The “MISSAL” ALTAR SERVER will approach Father when he says “Let us pray” or nods. The ALTAR SERVER holds the Missal. The ALTAR SERVER will then carry the Missal to the pew.

The Liturgy of the Word is made up of readings from Scripture. There are two readings.

The Responsorial Psalm is sung between the readings.

Then the Gospel is read and Father or the Deacon preaches the homily.

The Liturgy of the Word concludes with the Prayer of the Faithful or the General Intercessions.

The Liturgy of the Eucharist begins with the preparation of the gifts and the altar.

People bring forward the gifts (bread, wine and the offerings).

The “CROSS” ALTAR SERVER carries the cross to the back of the Church and leads the gift bearers to the Altar.

The "MISSAL" ALTAR SERVER places the Missal on the altar in the center and then assists with receiving the gifts (usually the cup or the bowl).

After the gifts and altar are prepared, the Eucharistic Prayer begins.

The "CROSS" ALTAR SERVER carries the water, bowl and towel to the Deacon first so he can add water to the Chalice. Then the "CROSS" ALTAR SERVER carries the items to Father so he can wash his hands. The "CROSS" ALTAR SERVER returns all items to the credence table, folds the towel and places it next to the bowl.

The "MISSAL" ALTAR SERVER places the kneelers (cushions) in position at the pew.

The Communion Rite follows the Eucharistic Prayer. The rite begins with the Lord's Prayer.

Communion takes place. Both ALTAR SERVERS should be first in line to receive Communion from Father unless he is in a different position.

The "CROSS" ALTAR SERVER ensures the kneelers are returned to the seat on the pew.

While Communion is being distributed, the "MISSAL" ALTAR SERVER ensures the altar is clear. The "MISSAL" ALTAR SERVER removes the Chalice and the purificator and places them on the credence table. The Missal is removed and taken to the pew.

After Communion there is the Prayer after Communion. Then there a moment of silent prayer.

The "MISSAL" ALTAR SERVER carries the Missal to Father for the reading when Father says "Let us pray" or nods.

The Father then blesses the people assembled.

The Deacon dismisses the people.

The "MISSAL" ALTAR SERVER proceeds to where Father and the Deacon are standing in front of the altar and genuflects and

bows with them. The ALTAR SERVER carries the hymnal and sings with the congregation while exiting the Church.

The "CROSS" ALTAR SERVER stands next to the Cross stand and when Father turns to walk down the aisle, leads with the Cross ensuring to exit between the concrete columns in the back of the Church.

Remember to extinguish the altar candles after Mass.