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# Parish Ministry Guide

## MINISTRIES OF THE EUCHARISTIC LITURGY

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Holy Rosary Parish  
2007

### **Liturgy Preparation**

#### ***Liturgy Committee***

Members assist the pastor to make our liturgies vibrant and faith-filled. A monthly meeting is required to plan for the seasons and feasts of the year.

#### ***Music Advisory Committee***

A group of knowledgeable and experienced parishioners assist in the planning and administration of our music ministry.

#### ***Art and Decoration Committee***

Volunteers attend regular planning meetings, purchase and arrange flowers, symbols, banners etc. to provide a creative and tasteful visual element that helps us pray and celebrate.

### ***Sacristan***

A number of adults maintain the liturgical vestments, linens, vessels and candles. Other responsibilities include: ordering supplies when required and preparing for liturgies in the sacristy before Mass.

### ***Liturgical Ministries***

#### ***Choir, Instrumentalists, Cantors***

Musicians and singers play an essential part in all of our parish liturgical celebrations. They attend weekly rehearsals from September to June.

#### ***Altar Servers***

Young people, ages 10 and up, serve at weekend masses. They arrive early, help with whatever is needed before, during and after Mass. Training is provided and required.

#### ***Hospitality***

A group of adults and children offer a warm welcome to those who gather for Mass. They may be asked to bring up the gifts at the Offertory.

#### ***Ushers***

Adults or older teens help to seat people when necessary, take up the collection, organize the offertory procession, secure the collection and distribute bulletins after Mass. They are ready to assist in case of emergency.

#### ***Ministers of Communion***

Adults and older teens help to distribute the Body and Blood of Christ at Mass. A training workshop is required and those who offer to serve are mandated for a three-year term by our Bishop. Ministers of the Bread are scheduled, while Ministers of the Cup come forth from the assembly on a weekly basis as needed.

#### ***Ministers of the Word (Lectors)***

As a team, adults and teens prepare in order to clearly convey the meaning of the text to the assembly and arrive before Mass to review the announcements and prayers. They either welcome the assembly or carry the Lectionary into the church in the gathering procession and proclaim either the first or second reading. They lead the Prayers of the Faithful and read additional announcements. Training is required and provided. Our Bishop mandates Ministers of the Word for a three-year term. A schedule is prepared to accommodate the Mass you usually attend.

## **Liturgical Outreach**

### ***Ministers of Communion to the Sick***

Each Sunday, a number of adults from our parish visit the sick and homebound to bring Communion, provide prayerful support and good cheer. There is always a need for volunteers in this ministry. Parishioners visited live in private homes and several nursing homes (Lapointe, Elliot and Riverside Glen)

Teams of two are also needed to visit patients from our parish at the Guelph General Hospital once a week for about an hour. These volunteers are able to arrange for visits by a priest for the sacraments of Reconciliation or Anointing as needed.

## **Children's Sunday Liturgy**

During the 11 am Mass, there are two programs offered for families with young children.

### ***Ages 3 to SK: Sunday School***

Adults assist young children in activities that convey the message of Jesus. The volunteers set up before and supervise during Mass. Some planning meetings are involved for leaders and assistants. Children are called forth from the assembly by the Presider, and then led downstairs. They are picked up by their parents right after Mass. Screening of volunteers is required.

### ***Grades 1 to 4: Children's Liturgy***

Adults lead children in an age-appropriate Liturgy of the Word (including song, gospel, reflection and prayer) in the Community Room. They are called forth at the same time as the younger children and return to the assembly during the presentation of the gifts. Some preparation is necessary and planning meetings are held to assist leaders. Training and screening are required. Assistants are needed to help with various tasks and young teens are welcome for this role.