

YOUTH SERVER INSTRUCTIONS

St. Pius X Church, Portland, OR 9/26/2015

SCHEDULING

You will receive a link to a website where you can select masses at which to serve. Please try to serve at least twice per month. The mass times from which you can choose are Saturdays at 5:00 pm, and Sundays at 7:30, 8:45, and 11:00 am.

BEFORE MASS

1) Arrive

Please be in Sacristy 10 minutes before start of Mass.

If you are not on the schedule and would like to serve, please check to see whether any servers are still needed for the mass.

- 2) Take a small Youth Server cross off of the board in the vestibule. You will wear it on the outside of your surplice.
- 3) Sign-in on the form that is on the inside of the closet by the server garments.
- 4) Put on a cassock and surplice that fit. The black cassock should go down to your ankles. Put your cross over surplice.

Light the candles

Usually the two candles next to the altar will already be lit, but if they are not please light them with a candle lighter.

GATHERING RITE

Carry the Cross

One youth carries the cross at the front of the procession. If there are only two of you, try to find another youth who can help serve, or else one server carries the cross and the other follows behind. At the end of the aisle, the one with the cross walks up the stairs and then around to the rear exit by the altar, and places the cross behind the wall. The other youth bows and all go to their pew.

Carry the Candles

When three youth are serving, one is a cross bearer and two are candle bearers. Before mass the candle bearers bring the top half of the candle stand and the candles to the vestibule. When mass begins they follow behind the cross. At the end of the aisle they walk straight to either side of the altar without bowing, and place their candles back on the bottom portion of the candle stand.

Posture

During Mass try to sit with good posture and be attentive to the mass.

Remember that you are a prayer leader for the church, so your posture and actions should be reverent.

Hold the Missal

When the priest signals for it, and says, "Let us pray", one youth picks up the Missal and carries it to the priest for the opening prayer. You can have the book

ready and in your hands ahead of time. (if three servers, the cross bearer can hold the book. If two servers, the non-cross bearer can hold the book)

- 1) Stand directly in front of the priest.
- 2) Open the book to the first ribbon.
- 3) Hold the book at about shoulder level. Usually it is most comfortable if you let the top of it rest against your chest.

LITURGY OF THE WORD

Procession with Candles

After the second reading, when the choir begins singing the *Alleluia* and people stand up, go to the altar and pick up the white candles on either side of it.

Meanwhile, the priest (or deacon) will pick up the Book of Gospels from the altar.

- 1) Walk with the candles around the priest/deacon to the other side of the altar.
- 2) Walk two by two down the steps to the front of the lower platform.
Walk to the ambo side of the platform and then up the steps to the ambo.
- 3) Hold the candles on either side of the ambo until the Gospel has been read.
- 4) Wait for priest/deacon to walk around to the front of the ambo to put the book on it, and then place the candles back next to the altar again.
- 5) Go back to your pew.

LITURGY OF THE EUCHARIST

After the Prayers of the Faithful (the series of prayers that is read at the altar, when the people respond “Lord hear our prayer”) there will be several activities which will follow in succession to each other: Set the Altar, Receive the Gifts, and Bring water bowl and towel to Priest. These are described below. Try to remember each of these activities.

1. Set the Altar

After the Prayers of the Faithful, set the altar:

- a) Place the Missal on the center edge of the altar and then walk to the credence table.
- b) Bring the chalice to the altar and hand it to the priest or deacon.
- c) Bring the water cruet to the altar.
- d) Carry the communion goblets two at a time to the altar. Place them on the corporal (the white square of fabric on the right side of the altar).

2) Receive the Gifts

Once the altar is set, the priest or deacon will go forward to accept items from the gifts procession in the center aisle. The three items carried in the procession are a bread bowl, a wine carafe, and a red book of intentions.

- a) Go forward with the priest/deacon.
- b) The priest/deacon will accept the items and hand one of them to each server.

- c) Place the red book of intentions on the credence table and the bread bowl and wine carafe in the center of the altar.

3) **Bring water bowl and towel to Priest**

After getting the above items, go to the credence table and take the water bowl and towel and stand behind the ambo.

- a) When the priest lifts up the chalice, walk up to close to the priest so that he can easily turn to you to wash and dry his hands.
- b) After he washes his hands, take the water cruet and the wine carafe off of the altar and return them and the bowl and towel to the credence table.
- c) Walk back to your chair.

Communion

- 1) During the sign of peace, bring the bread bowls to the left side of the altar. Then return to your pew.
- 2) Receive communion from either of the communion lines.
- 3) Once the priest and communion ministers have walked forward to give communion to the congregation, one of the servers can walk to the credence table and take one of the water cruets to the altar.
- 4) Towards the end of Communion, the priest or deacon will clean the items on the altar. Stand nearby, and carry any items which he places on the side of the altar to the credence table. These items will include the communion bowls and the chalice.
- 5) Take the missal off of the altar and return to your pew.

Hold the Missal for the Priest

After Communion, the priest will signal to you to bring the missal and hold it for him, while he reads the *Prayer after Communion*.

DISMISSAL

Process Out

After the final blessing the deacon or priest will speak the dismissal with words such as, "Go in peace" and everyone will respond, "Thanks be to God". The choir will announce the final song. When the choir announces the song:

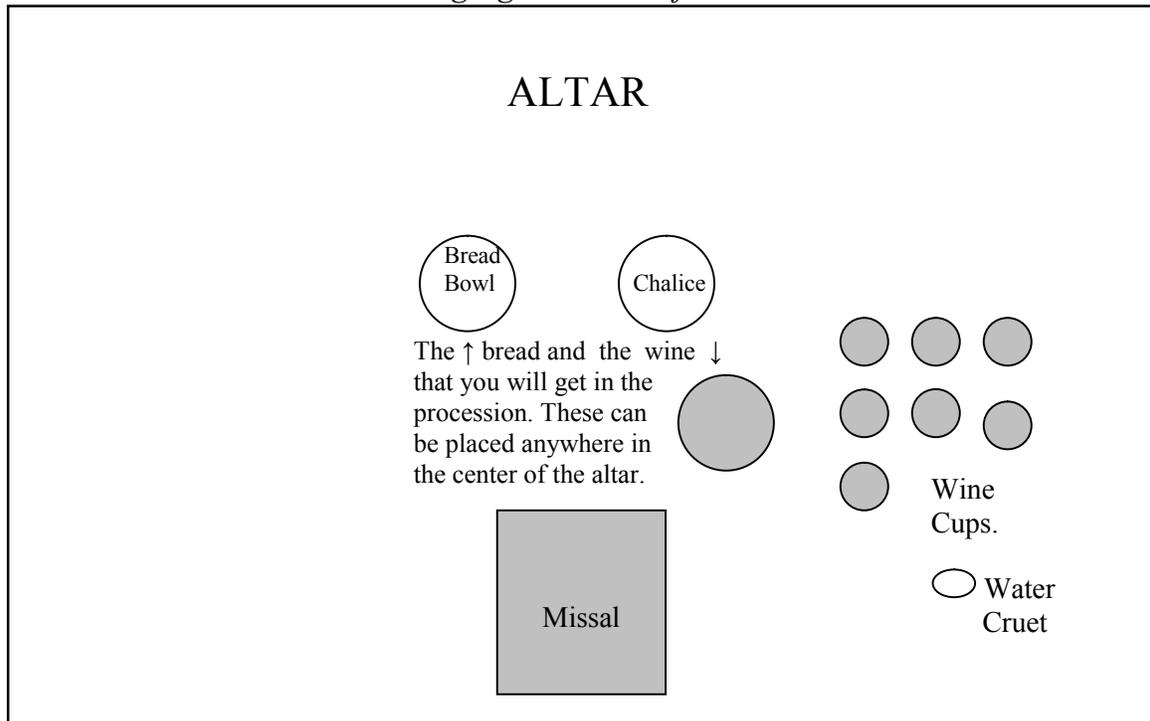
- 1) Go and get the cross and the candles.
- 2) Walk down the main aisle to the middle of the church, with the cross leading the way.
- 3) Turn and wait until the priest comes down and bows towards the altar.
- 4) When the priest bows, if you are not carrying a cross or candle bow at the same time.
- 5) Then turn around and walk down the aisle into the back of the church.

Before you leave

Before you leave, please check in with the priest to see if he has any suggestions for you and to say good-bye.

**Below is a diagram of how the altar should be set up
after the Prayers of the Faithful:**

Congregation side of altar



Brick wall side of the altar

After the Prayers of the Faithful there are four tasks which might be hard to remember, so they are repeated again, below. Try to remember these:

1. Missal to Altar

Place the missal on the left side of the altar.

2. Items from Credence Table

Go to the credence table and bring chalice, the wine cups and water cruet to the right side of the altar.

3. Receive the Gifts

Go with the priest to receive the gifts, which are a bowl of bread, a carafe of wine, and a red intentions book. Place the gifts on center area of the altar, and place the red intentions book on the credence table.

4. Water Bowl and Towel

Go to the credence table to get ready to bring the water bowl and towel to the priest. Wait with the bowl and towel behind the ambo (pulpit).

After the priest holds the chalice in the air and then genuflects, he will be ready to wash his hands. When he genuflects you can walk all the way up to him, so that he does not have to walk to you.