

### Coordinators

Are to schedule the ministers of Holy Communion, train any new ones, and answer any questions which come up. They are also to correct and help if they see things which are concerning or if asked by Father. They basically keep things going smoothly.

St Mary            Ray and Elaine Gergen

St. Mathias

St. John            Jennifer Schneider and Ann Gergen

### Guidelines

- Dress is appropriate attire, nice shirt, shoes, pants or dress. No shorts, short skirts or sleeveless dresses, tennis shoes, or flip flops.
- Should come to a yearly practice. If you are new and the practice has already passed, please contact the coordinator. St. Marys/Johns/Mathias - Eucharistic Minister training Oct 14<sup>th</sup> at 7:15 -8:15PM in Vermillion. All Eucharistic Ministers, experienced and inexperienced, are required to come. At this you will be installed as an Extraordinary Minister of Holy Communion.
- There will be a commissioning at a mass later in the year.
- Should sit up closer to the front so not walking so long to get up to the front.
- Should check in the sacristy at least 5 minutes before mass starts so that we know you are here. Check your name off on the list which should be posted in the sacristy.
- Show reverence to the Eucharist.
- If there is a spill of the precious blood, take your purificator and place it over the spot and flag a server down to help you. You'll need to first wipe up as much with the purificator that you can and then pour water to dilute the rest, wiping up the dilution with the purificator.
- If you drop a host, pick it up and consume it or just put it aside in the ciborium.
- When wiping with the purificator, the whole intent of the purificator is to wipe off any excess precious blood but also anything else from the person (saliva, lipstick, etc) You may want to use a different part of the purificator. You may also want to rotate the cup after each person.
- When distributing the host, try not to touch the tongue with your fingers. Make sure it is on the tongue, don't just drop it but rather make contact so it sticks. Try to place it in the hand and not drop it.
- When giving blessings, don't touch the persons head etc as then you'll be touching the host. Who knows what is in their hair. Just put your hand over the head and say God bless you.
- Make sure that the person consumes the host and doesn't take it home with them.
- They are not to dip it in the precious blood, ask them to consume first and then they can drink the precious blood.
- Scheduling – The server coordinator does all the scheduling and gives this schedule to the parish secretary. If you know you will be on vacation, let the server coordinator know so you are not scheduled during your vacation. The schedule is made up 3 months ahead.
- If you can't make the scheduled time, you are responsible for finding a replacement.
- Questions – Call the coordinator listed above for your parish.
- Can be a Eucharist at any of the three parishes.
- (Hampton) Have them sign in, in the sacristy.