

Guidelines for Ministers of Communion at the Cathedral

This ministry is a ministry of **service** - we are assisting the Priest with the distribution of holy communion at Mass. This is a sacred task and requires utmost **reverence**. Appropriate dress and limited conversation with other Ministers should be observed when carrying out this Ministry.

The first task for the Ministers of Communion is to **welcome** people as they come into the Cathedral. This **hospitality** is very important. It is more than a routine 'Hello & Welcome'. It's a time to connect with people, learn some names and be a smiling warming presence as people arrive. The bulletin and hymn book is also be given out at this time.

The following procedures explain how to carry-out this ministry:

1. Join in the Entrance Procession from the William Street Foyer. Bow with the Priest at the steps to the Sanctuary and then go to your seat.
2. Immediately after you have offered those around you the Sign of Peace, make your way to bottom of the steps to the Sanctuary, line up with the other Communion Ministers and bow.
3. Take your place with other Communion Ministers in a line behind the Altar. Please do not wash your hands in the bowl for the Priest. It is important that you leave sufficient space for everyone to line up. If you are distributing the Body of Christ stand in the first few positions on the Sacristy end of the line.
4. The Priest gives the Body of Christ and then the Blood of Christ to the Acolyte. The Acolyte keeps the Chalice.
5. The Priest then goes to the Keppel Street end of the line of Communion Ministers and distributes the Body of Christ followed by the Acolyte who distributes the Blood of Christ. As the Communion Ministers finish receiving Holy Communion, the Priest gives out the bowls and chalices according to where you stand.
6. At the Cathedral during a normal Vigil or 10am Sunday Mass the location of the distribution points for Holy Communion will be:

Main Aisle in front of the Altar- the Celebrant and 3 communion ministers (1 x Host, 2 x Chalice);
Former Blessed Sacrament Chapel – 3 communion ministers (1 x Host, 2 x Chalice)
Keppel Street side of the Cathedral (*1 x Host, 2 x Chalice*) *Same 3 communion ministers as for the Former Blessed Sacrament Chapel.*
Roving minister – (1 x Host).

The total number of communion ministers each 'normal' Sunday is 7. At Masses when there are larger crowds, an additional 4 communion ministers will be needed to distribute Holy Communion to the people in the former Blessed Sacrament Chapel and the Gallery. This will be judged on a week to week basis.

7. Communion will first be distributed to the former Blessed Sacrament Chapel, if needed, and then the Keppel Street bank of pews. The acolyte or senior server is free to fill in as needed or co-ordinate additional Hosts.
8. When the roving minister finishes distributing the Body of Christ around the Cathedral, they go back to their seat. Please do not start a new distribution point unless the Priest or other minister next to him has run out of the Body of Christ

9. When people approach you, say 'The Body of Christ' or the 'The Blood of Christ' and wait for the person to respond with 'Amen' before you give them Holy Communion.
10. You need to be aware that people do consume the Host before they leave or as they leave. Note any strange behaviour and tell the Priest after Mass if you think that someone may have done something other than consume the Host.
11. If you are distributing the chalice, you need to wipe both the inside and outside of the chalice with a new piece of the purifier for each communicant and then turn the cup for the next communicant.
12. If a child or adult approaches you with arms crossed or clearly not going to receive Communion give them a blessing by making the sign of the cross on the forehead of children under communion age and a raised hand over their head if over communion age or adult. When children approach take a moment to make sure they are communion age - if in doubt look to the parent who will usually indicate to you. Children may receive from the cup, if parents permit – again look to the parent if in doubt.
13. When you have completed distributing communion or if your chalice is empty, make your way back to the Sanctuary reverently and place any remaining hosts in the Ciborium on the Altar. Take your bowl or chalice back to the credence table and consume what you can of any precious blood left over. Don't hesitate to ask others to assist if you need to. Purify bowls and chalices. Then move back to your seat without lining up and bowing to the Altar.
14. At the end of Mass, the Communion ministers process out with the Celebrant and Servers.
15. **After each Mass the chalices need to be washed in hot soapy water. This is done with gentle movements as the precious metal is not always that sturdy.**
16. **If you are unable to fill your roster, please phone other ministers to arrange a replacement for you.**

Thank you for your time and assistance with this Ministry.

Last updated: 22 May 2019