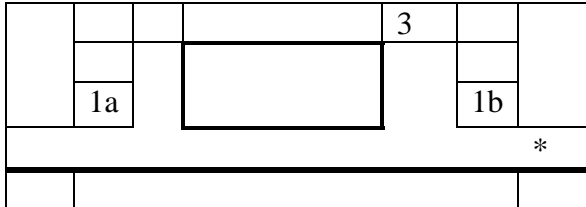


## 8:00 Service, St. Alban's Episcopal Church

### Processional Order

- 1 – Crucifer (LEM)
- 2 – Gospel (optional if only one server assisting priest)
- 3 – Priest

### Stations for altar party



### Vestments

Lector – Black cassock, white surplice  
LEM – White alb (if only one server, wear an alb)  
May wear cross.

### Before the service

If the cross is inside the rail, move it to the back of the church before the service.  
Open the lectionary to the lessons for the day

### Candles

Usually, one of the men attending this service will light the candles. If not, you should do it.  
The candle lighters are in the small closet in the vesting room. Light the wick, walk to the front and light the candles. Usually, only the altar candles are lighted at this service.

### Process the Cross

The priest will indicate when it is time to process the cross. Pause before the altar, but do not bow. Place the cross in one of the brackets (see \*, above).

### Lessons and Psalm – position 1a

Read lessons, psalm, and prayers before service. This allows time to check pronunciation and practice flow.

Move microphone so that it is toward your mouth and up high enough so you don't need to lean over the podium to use it. Use the mike even if you believe that you do not need it.

Read from the lectionary on the podium. In addition to the readings, it has the opening and closing phrases (A reading from... The Word of the Lord, etc.)

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Read the psalm from the worship sheet. Psalms may be read in unison or responsively by whole verse (not half verse).

Speak slowly and clearly. Sound bounces around inside the church. Speaking too quickly runs sounds together.

Glance up occasionally. If everyone has heads down reading, that may mean that you cannot be heard or understood clearly.

### **Process the cross for the Gospel**

Pause before the altar, turn, and process halfway down the aisle. Turn around and face the priest. When the Gospel is completed, return the cross (same steps as in processing the cross). Stay in position 1a.

### **Prayers of the People**

In the appropriate sections of the prayers, insert the names of the president and governor, the names on the parish prayer list, and the names of those who recently died. Ask if there are others – wait – look up – when no more, finish.

In the prayer that invites praise and thanksgiving – wait – look up – when no more, finish.

### **Assist priest in preparing the communion table**

Remove the lid from the silver jar and the stoppers from the wine and water cruets (on the credence table).

Hand the priest the jar and tell her how many people are present (including the priest and servers).

Receive the jar from the priest, return to credence table.

Pick up the wine cruet in your right hand with the handle toward the priest. Hold the water cruet in your left hand, handle toward the priest.

After the priest takes the wine cruet, move the water cruet to your right hand.

Receive the wine cruet with your left hand as the priest takes the water cruet from your right hand.

Return the wine cruet to the credence table. Insert stopper.

Drape a folded purificator over your left forearm and pick up the lavabo with your left hand.

When the priest returns the water cruet, extend the lavabo to her and pour water over her fingers.

She will dry her hands with the purificator.

Bow to each other.

Return the lavabo, purificator and cruet to the credence table. Insert stopper.

### **Altar party option to stand or kneel**

In recent years, most members of the altar party stand instead of kneeling, but either is appropriate.

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### LEMs

The priest will serve the host to all behind the altar, but will present the chalice to the LEM.

LEMs stand next to the altar until the priests or others serving the host have moved to the first communicants. Follow with the cup.

Maintain control of the chalice. Hold chalice in one hand and a purificator in the other. Be mindful that young children may not understand that communion does not require serious dunking. Be prepared to move the cup down and away if a youngster seems to be close to submerging a hand in the cup.

After a communicant drinks from the cup, wipe that area of the cup, inside and out, with the purificator. Turn the chalice 90 degrees and offer to the next person. If a purificator accumulates wine or lipstick stains, return the soiled purificator to the altar and pick up a fresh one.

If wine drips, wipe it up with the purificator, immediately  
(If a host falls to the floor, pick it up and eat it.)

If loose bread falls into the chalice and it can be removed without dipping your fingers into the wine, do so. If not, consume the remaining wine and refresh the chalice from the cruet.

Extend the chalice so that it's easy for the communicant to use. Allow them to guide the chalice to their lips. For those who do not assist, raise the cup to their lips and tip is until you think the person has received. It is alright to ask if the person has done so.

If the chalice is nearing empty, refill from the cruet on the altar. If that supply is exhausted, retrieve wine from the tabernacle.

The priest may want to take communion to a congregant who cannot come to the altar. In that case, the priest will indicate who is to assist.

After the last communicant is served, take the chalice and used purificator to the credence table. You or the attending acolyte may put the chalice and purificator in their places.

**Recessional** – Same order as processional.