

GUIDELINES FOR ASSISTING MINISTERS

YOU ARE IMPORTANT!!

Being an Assisting Minister is a vital leadership position in our worship as you serve God.

- a. The main role of the Assisting Minister is that of intercessor, a person to lead the congregation in prayer. The Assisting Minister is the person who prays for the concerns of the whole world, listens during announcements to glean the prayers that people want lifted in worship.
- b. The Assisting Minister takes on the role of Lector, the one who reads God's Word to the congregation. At Cross this means reading the first lesson and leading the psalm.
- c. The Assisting Minister assists with the celebration of the Sacraments, helping the Pastor distribute the sacrament to the congregation.
- d. The Assisting Minister also participates in the celebration of a Baptism by acting as a representative of the congregation, lighting a candle from the Baptismal candle, and presenting it to the newly baptized or his/her family.

Sometimes people new to the role of Assisting Minister worry that there is something they might do that will be harmful to the worship service. There is nothing that a person of good faith can do that will in any way "harm" the worship service. That is not to say the Assisting Ministers will not make mistakes. They do on a regular basis. However, rarely are mistakes noticed by, or of concern to, the congregation,

1. Arrive at church at least 15 minutes before the service.
2. Find the pastor and tell her you're here to be her Assisting Minister.
3. Review the prayers of the day with Pastor to be sure there aren't revisions. You will have received these via email earlier in the week. If you forgot to bring your copy, don't worry, there is a printed copy on the front pew. ☺
4. Participate with the other worship leaders in the pre-service prayer in the sacristy (back room of sanctuary).
5. Sit where you can easily hear people as they share specific prayers they want added at that service. If you need clarification or didn't hear, please ask Pastor to repeat them. The Assisting Minister will write prayers for those concerns. In writing petitions, **DO NOT TELL GOD WHAT TO DO**. We know that God will accompany us on our journeys, and we can **ASK** God for special care along the way as we tell God our concerns and what is in our hearts.
6. After the Prayer of the Day, move forward to read the First Lesson. Go to the center of the floor, bow before the altar, then move into the pulpit to read the First Lesson and lead the Psalm. After reading return to your seat. Don't forget to bow before the altar before you return to your seat.
7. At the traditional services, following the creed, come to the center with Pastor, bow and move up behind the altar to lead the prayers.
 - a. At the contemporary service following the sermon, the Assisting Minister goes to the pulpit to lead the prayers.

8. Join Pastor at the at the Altar, with the other worship assistants. Receive communion with the Communion Assistants. Take one of the common cup chalices for distribution.
9. After each person has received the bread from the Pastor(s) he/she will move to one of the chalice sites to receive the wine/juice. As you distribute the wine remember to say "Take and drink, this is the blood of Christ, shed for you for the forgiveness of sin." Or the abbreviated "This is the blood of Christ, shed for you" After the person sips from the chalice, wipe the chalice with the purificator (little white cloth) and rotate the chalice $\frac{1}{4}$ turn for the next person. Remember, the consecrated (blessed) wine IS the blood of Christ and should be treated with respect. Do not let it drop on the floor; catch drops with the purificator. Placing the purificator under the Chalice toward the person's chin will catch drops from hitting the floor or the person's garments.
10. The Assisting Minister accompanies the Pastor to commune those who receive in the pew and the organist.
11. After communing those in the pew, return with Pastor to the front, bow before the altar and accompany Pastor to the altar to return the chalice to its place. The second pastor will normally commune the presiding Pastor at this time. If you need to commune the Presiding Pastor, do so at this time.
12. Return to your seat. Don't forget to bow before the altar when you get to the pew level. ☺
13. After the 1st verse of the Closing Hymn, move to the center aisle with the Pastor, bow before the altar and walk to the back of the sanctuary.
14. Stand in the center aisle at the back. Dismiss the congregation with these or similar words, "Go in peace to love and serve the Lord."

GENERAL NOTES

Help lead the congregation in standing and sitting appropriately by doing it yourself. If it is logical to do so as part of your participation in the service. If you do not know how to pronounce a name, don't guess, ask the Pastor or the person whose name or family member's name you are trying to pronounce. If you are not sure whether a certain child receives communion, ask a parent or other suitable adult. During Lent and Advent there will be more silence during communion. Don't let the silence rush you in the distribution of communion. May you be uplifted in your service as an Assisting Minister. Do the best you can and know that in God's eyes that is good!