



# \*EMOC GUIDELINES

\*EXTRAORDINARY MINISTER OF COMMUNION

# Welcome!

*Dear Volunteer,  
Thank you for answering God's call to  
serve the St. Mary of the Hill Parish  
Family as an Extraordinary Minister of  
Communion. May God bless you and  
your family abundantly!*



Fr. Jude Peters O.C.D.



*All ministers of Holy Communion should show the greatest reverence for the Most Holy Eucharist by their demeanor, their attire, and the manner in which they handle the consecrated bread and wine.*

Norms for Communion,  
29

The true Body, Blood, Soul and Divinity of Our Lord Jesus Christ.

“The faithful who are [Extraordinary] Ministers of Communion must be persons whose good qualities of Christian life, faith and morals recommend them. Let them strive to be worthy of this great office, foster their own devotion to the Eucharist and show an example to the rest of the faithful by their own devotion and reverence toward the most august sacrament of the altar. No one is to be chosen whose appointment the faithful might find  
disquieting”  
(Immensae Caritatis, 6).





# An Overview

## This Presentation

*I. Dress Code*

*II. Arrival at Mass*

*III. Directions for EMOC'S*

*IV. Information Specific to St Mary of the Hill*

*V. Q & A*

*VI. Helpful Tips*

*~portion of EMOC'S guidelines from Elon University*

# I. Dress Code

EMOC's should dress neatly, in a way consonant with the dignity of their role. Good taste and common sense are the best guides in this area; please avoid wearing shorts or tank tops.

Appropriate dress is a sign of the reverence the minister has for the Eucharist and for the importance of the ministry.



A Smile can make all the difference.

# II. Arrival at Mass



As you enter, welcome parishioners and visitors that are seated.



EMOC's should arrive 15 minutes before Mass. Please show up if you have been scheduled for a Mass.

After greeting/welcoming parishioners, please proceed to the sacristy and put on the Liturgical Cross.

# III. Directions for EMOC'S

If you see there are not enough EMOC'S at the Altar, please fill in.



## When distributing Communion

The Extraordinary Minister raises the Sacred Host and says: "The Body of Christ," waits for "Amen," and places the Host in the hand of the communicant. The individual communicant always has the option of receiving in the hand or on the tongue, but should go at the end of Fr.'s line.



## Not approved during Covid. When presenting the Chalice

The Extraordinary Minister says "The Blood of Christ", to which the communicant responds "Amen". The Extraordinary Minister wipes the chalice with the purificator.

*the communicant is not to dip the Host into the chalice*

Institutio Generalis Missalis

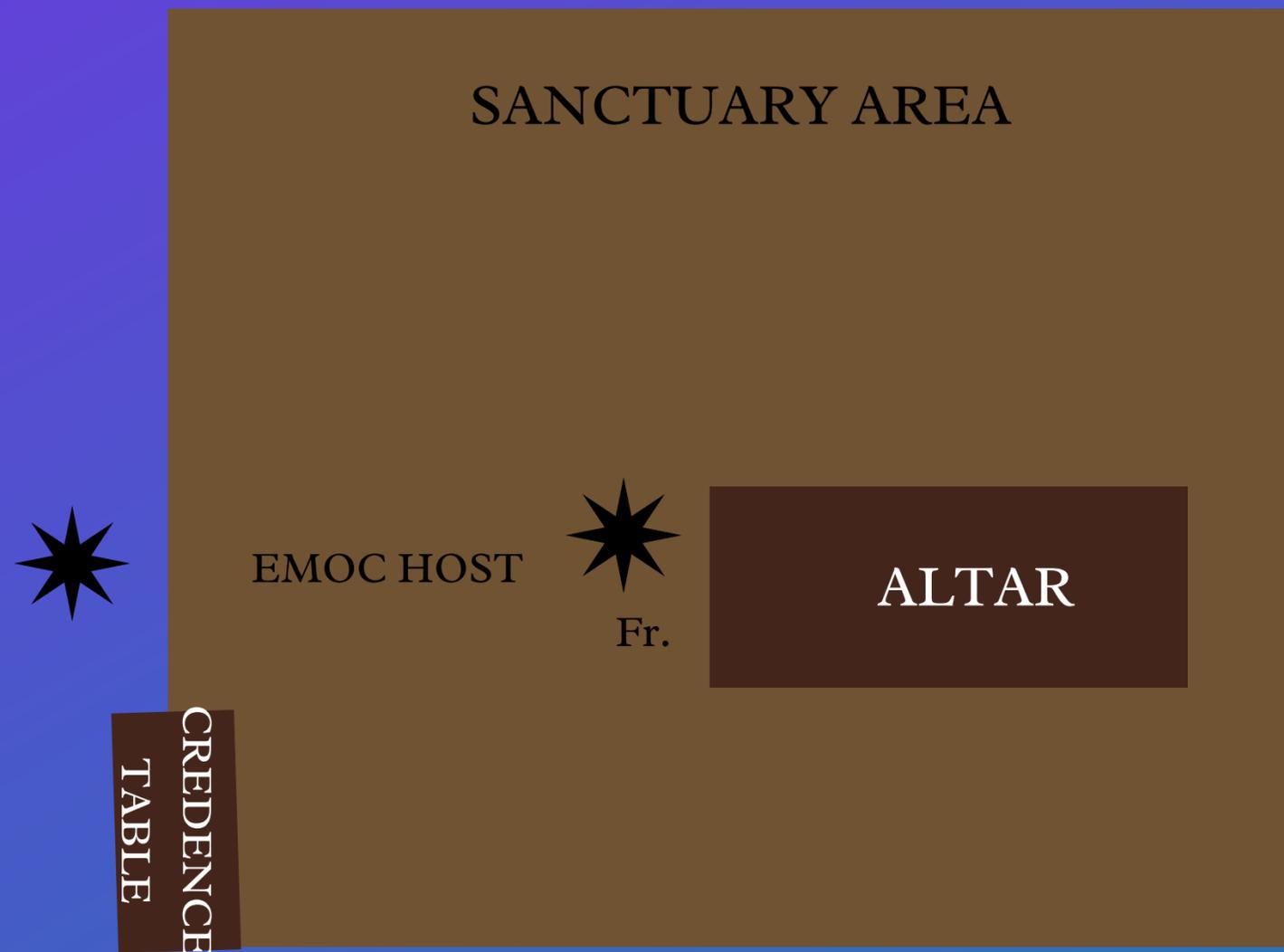
Romani, 2002, 287



## After distributing Holy Communion

The Extraordinary Minister returns the ciborium to the priest at the altar. Only the priest, deacon and instituted acolyte are permitted to cleanse the sacred vessels.

# IV. INFORMATION SPECIFIC FOR ST. MARY OF THE HILL



## During the Sign of Peace:

- Approach the Altar; always bow to the Altar & not the crucifix.
- Sanitize hands from the credence table.
- Stand back from the dark brown boarder of the Sanctuary.
- Father distributes Communion to EMOC after receiving communion please santize hands again.

## After Receiving Communion:

- Fr. gives the Ciborium to the EMOC Host person who walks towards the piano where you will find an "X" on the floor. Stand there and distribute communion.
- When finished place Ciborium on Altar and return to your seat-  
-do not linger at altar.

**If there are two priests, the Host person is not needed.**

# V. Questions & Answers

## WHO CAN BLESS ANOTHER PERSON?

The Extraordinary Minister may offer a brief prayer for those in the Assembly who come forward in the communion procession and who are not receiving Holy Communion, such as “May God bless you” or “May God continue the good work in you.” This prayer is to be offered audibly and may not be accompanied by the gesture associated with a blessing, e.g., the raising of the hand or the sign of the cross.

## IS IT OK FOR COMMUNION MINISTERS TO SKIP THE CUP?

**No one is required to share Communion from the cup. However, since the faithful are to be encouraged to do so, part of the ministry of the Communion minister is to offer that encouragement by example. If a minister is unable to that, it might be best to participate in a different ministry.**

## IS IT OK FOR COMMUNION MINISTERS TO SKIP THE CUP?

**No one is required to share Communion from the cup. However, since the faithful are to be encouraged to do so, part of the ministry of the Communion minister is to offer that encouragement by example. If a minister is unable to that, it might be best to participate in a different ministry.**

## WHAT DO I DO IF SOMEONE WHO IS NOT CATHOLIC COMES TO ME FOR COMMUNION?

**In most cases, you should give them Communion. As Communion ministers, we are not responsible for judging who is worthy of sharing in Communion with us. We cannot know the heart or conscience of the person standing in front of us. If a child does not have his or her hands crossed over their chest, it is best to ask....“Have you made your First Holy Communion?” If they are obviously too young, just offer a blessing.**

# Tips for Extraordinary Ministers

[http://org.elon.edu/ccm/docs/LMGuidelines\\_ExtraordinaryMinisters.pdf](http://org.elon.edu/ccm/docs/LMGuidelines_ExtraordinaryMinisters.pdf)

- ★ Know you are a minister of the church. Prepare yourself before every Mass with prayer.
- ★ Be natural in your walking to and from the altar, if somewhat slower than your normal walking pace.
- ★ Participate fully in all parts of the liturgy at which you are serving by singing, praying and listening attentively to the homily. Try not to let your role distract you from worshipping or make you nervous.
- ★ Develop a devotion to the Eucharistic presence of Christ, knowing the Christ of the Eucharist, not just knowing about the Eucharist.
- ★ Be friendly in your approach to each communicant. Respect each communicant's wish regarding the Host, receiving it in the hand or on the tongue.
- ★ Try to keep focused, in spite of the repetition, on each statement of "Body of Christ" or "Blood of Christ" as an expression of faith.
- ★ Hold up the Host or chalice so that the communicant can see it when responding "Amen" to "Body of Christ" or "Blood of Christ." Allow the person time to say "Amen" before moving the Host or chalice toward him or her.
- ★ If a worshipper approaches you carrying a small child, consider making the sign of the cross on the child's forehead as a gesture of inclusion.

# What should I do if I drop the Sacred Body or spill the Precious Blood?

★ First, don't panic. It's not the end of the world; everything will be fine. ★

## For the Precious Body: ★

Simply bend down on one knee and pick up the dropped host, and consume it immediately. Be careful not to spill anymore hosts while you are retrieving the dropped one. You might have to stop traffic before you can bend down. Do so courteously, remembering that Jesus is also present in the members of the assembly whom you are stopping. If you do not want to consume it put it on the Altar and let the priest know. Directions for proper are in the Sacristy.

## For the Precious Blood:

If you spill some consecrated wine, and if you can manage the cup with only one hand, bend down on one knee and wipe the wine off the floor with your purificator. If the cup is too full for you to manage gracefully, ask the next person in line to hold the cup while you take care of the spill. Then retrieve the priest's extra purificator on the Altar and replace with other purificator.

**CONGRATS!**

**YOU HAVE FINISHED YOUR ONLINE TRAINING**

SCHEDULE YOUR AFTER MASS, 15 MINUTE WALK THROUGH WITH Q & A, EMOC CONTACTS, GUIDELINES SUMMARY & TRAINING. AFTER FINAL TRAINING YOU WILL BE ELIGIBLE TO BE PLACED ON THE LITURGICAL SCHEDULE.

WENDY NEWBURG

Pastoral Associate

PHONE NUMBER

262-628-3606 ext. 2

EMAIL

[pastorala@stmaryhh.org](mailto:pastorala@stmaryhh.org)