

**Notes from the Training/Workshop of  
The Extraordinary Ministers of the Eucharist**

**Dcn Felix**

**18 April 2012 - 5 May 2012**

**Introductory Remarks:**

- **Welcome new and experienced Eucharistic Ministers**
- **Why “Extra-Ordinary” ministers?**
- **The Parish is very grateful for the ministry of EMs - It is a needed and appreciated service to our Parishioners**
- **Periodic Enrichment and review of the ministry (probably every other year or more frequently)**

**General Beliefs/Principles:**

- **Belief in the Real Presence of Jesus in the Eucharist under both species, so either one has the fullness of the presence of Christ: Body- Blood -Humanity -Divinity**
- **Review of the doctrine of the Consecration of the bread and wine at Mass: Accidents and Transubstantiation**
- **Responsibility of the Eucharistic Minister, including the right to refuse someone in case of suspected disrespect/abuse/sacrilege**
- **The EM should exhibit a deep reverence for and belief in the Eucharist by his/her demeanor and general attention to the sacredness of the ritual taking place in the distribution of the Eucharist.**

**Practical Applications:**

- **Proper attire of the EM: blue jeans and tennis shoes should be avoided; ladies should make sure their shoulders are covered. Generally a semi-formal attire is preferred.**
- **Fulfillment of obligation: the EM is expected to be available for serving when scheduled. Everyone is asked to check in at the back of the Church no later than 10 minutes before Mass is scheduled to begin.**

- **Attendance Sheet:** If the EM is present at the scheduled time, he/she should just put a check on the Attendance Sheet next to the name. If changes in personal schedules prevent one from serving when scheduled, it is the EM's obligation to arrange for a substitute. When the substitute is found, the substitute should report at the scheduled time, cross off the original name on the attendance sheet and add his/her name under the column marked "Sub".
- **Processing in:** Before Mass begins, the EMs will line up evenly on either side of the aisle, in front of the Celebrant, but behind the Deacon with the Lectors. EMs are expected to process in., unless physically unable to do so. Once the procession unfolds, the EMs will continue toward the Altar until they reach the pew indentation, where the first two EMs will stop; the next set of two EMs will stop at the next pew indentation, etc... Everyone is asked to make a profound bow when the Priest genuflects in front of the Altar. Then everyone proceeds to their place in the pew.
- **Proper time to approach the Altar:** When the "Lamb of God" begins, the EMs are asked to exchange the sign of peace and go toward the Altar, timing it so that they are not in the way of the Priest/Deacon bringing the Ciboria to the Altar. A semi-circle is made around the Altar ready to receive Communion and then receive the Consecrated Species from the Celebrant.
- The practice of sanitizing the hands for now will continue until otherwise instructed.
- In case of sudden emergencies when a replacement for EMs absent cannot be found, the spot(s) will be left open and everyone will operate with one or two less EMs. In that case the Celebrant will assign the EMs at Communion time accordingly. Generally the Priest will distribute from the Ciborium for both lines of Communicants in the center aisle. The other distributors with the Ciboria will take the side aisles, and the two Cups distributors will place themselves one at each side.
- The minimum number of EMs needed for the Eucharistic distribution is five. Again, the celebrating Priest will direct the assignments at the time of Communion. Usually the Celebrant will take the center aisle with the Ciborium and the other distributors with the Ciboria will take the side aisles. If needed, the Cup distributors will be reduced to two and they will place themselves in the middle of the station and serve the line of Communicants coming from the side aisle and from the center aisle.
- The standing of the EMs while distributing from the Ciboria and the Cups is the same as before, with the following exception. The EMs of the Cup are asked to stand almost shoulder to shoulder (without touching) in their station, so as to allow more space for the faithful receiving the from the Cup. In case of one Cup distributor, the person is asked to stand in the middle of the station.

- **When done distributing the Ciborium or the Cup, the EM is asked to return to the Altar or Credence. The practice of helping with distribution in another line is discontinued. If needed the Celebrant or the Deacon will motion for help.**
- **When giving Communion to someone in the wheelchair in Church, only the Host is given.**
- **After distributing with Cup, the EM should purify the Cup by adding some water and drinking it from the Cup; after that the Purificator should be used to dry the Cup. The Purificator is then left inside the Cup unfolded.**
- **If there is any amount of Precious Blood remaining, the EM should consume it reverently, with the help of other EMs, if needed. Otherwise, the EM should cover the Cup with the Purificator nicely folded and placed over the top of the Cup. That will be the signal for the Celebrant or the Deacon to finish the consumption of the left-over Precious Blood.**
- **After Mass, the top two names of EMs on the schedule are asked to report to the Sacristy to wash the Sacred Vessels and get them ready for the next Mass.**
- **For other questions or concerns, please ask the Celebrant of the Mass or Deacon Felix.**