

**GUIDELINES FOR  
EXTRAORDINARY MINISTERS of HOLY COMMUNION  
St. Nicholas of Myra Catholic Church**

**EACH MONTH**

- Pick up the schedule for the following month when they are in placed in the rack by the front sacristy the last Sunday of each month. Those with e mail, will have this sent electronically. Those unable to minister at the scheduled time need to find a substitute.
  - The Extraordinary Minister of Holy Communion with the star (\*) is the captain. The captain is asked to be sure that all assigned EMHCs are present and to find substitutes for any EMHC who is not present.
  - The Extraordinary Minister of Holy Communion with the cross (+) next to his/her name on the schedule will take Communion to the sick and homebound after the 9:30 a.m. Mass.
  - If you are a substitute, check to see if the person you are replacing is "starred" on the schedule.

**PRIOR TO MASS**

- Arrive at least 15 minutes before Mass.
- Please wear Business Casual Attire
- Check with the other ministers to let them know you are present.
- Put on the cross.
- Greet people as they arrive for Mass.
  - Extraordinary Ministers of Holy Communion serve as ministers of hospitality in the gathering space before Mass.
  - Be sure that there are EMHCs on both sides of the gathering space.
  - Make a special effort to greet visitors and those parishioners you may not know yet, as well as your friends and extended family.
  - You may open the door and greet people coming to church.

**DURING THE "LAMB OF GOD"**

- Gather at floor level on either side of the sanctuary after the Sign of Peace, as soon as the "Lamb of God" begins.
  - If you sit on the right side, you may stand on the right side of the sanctuary. If you sit on the left side, you may stand on the left side of the sanctuary.
  - As soon as the priest celebrant has received the Body and Blood of Christ, gather behind the altar, where you will receive the Body and Blood of Christ from him. It is not necessary to wait for the Deacon to receive Holy Communion before approaching.

## **AT THE DISTRIBUTION OF HOLY COMMUNION**

- One minister of the Body of Christ and one minister of the Precious Blood of Christ go to each station.
  - When distributing from the chalice please use all of the purificator, wiping on the inside and outside of the chalice after each communicant.
  - If you run out of the Precious Blood, step back and place the purificator over your chalice until the minister of the Body of Christ is ready to leave.

## **AFTER COMMUNION**

- Check to see if there are persons needing Communion brought to them, and do so if needed.
- Precious Body ministers return to the altar with extra consecrated hosts, so Father can consolidate, then take empty ciborium to the sacristy.
- Precious Blood ministers return your chalice to the sacristy.
  - Assist with consuming the Precious Blood.
  - Cover the chalice with a purificator after the Precious Blood has been consumed.
  - Place the Communion vessels on the corporal on the counter in the Sacristy.
  - Remove crosses, place them on the counter in the Sacristy, and return to the assembly as soon as possible.
- At the 9:30 a.m. Mass the EMHC who is taking communion out to the sick comes to the altar to receive the Eucharist in the pyx to be taken to the sick immediately after the Distribution of Communion and does not take Communion out to people in the back of the church or return to the sacristy.

***After Mass, only the priest or deacon purifies the communion vessels.***

**Thank you for sharing your time and talent  
with our family of faith in this ministry!**

***Updated: September 2015***