



St. Matthew Parish

Thursday Mass w/Exposition Altar Server Notes

Part 1: Report and Be Vested 15 minutes before Mass.

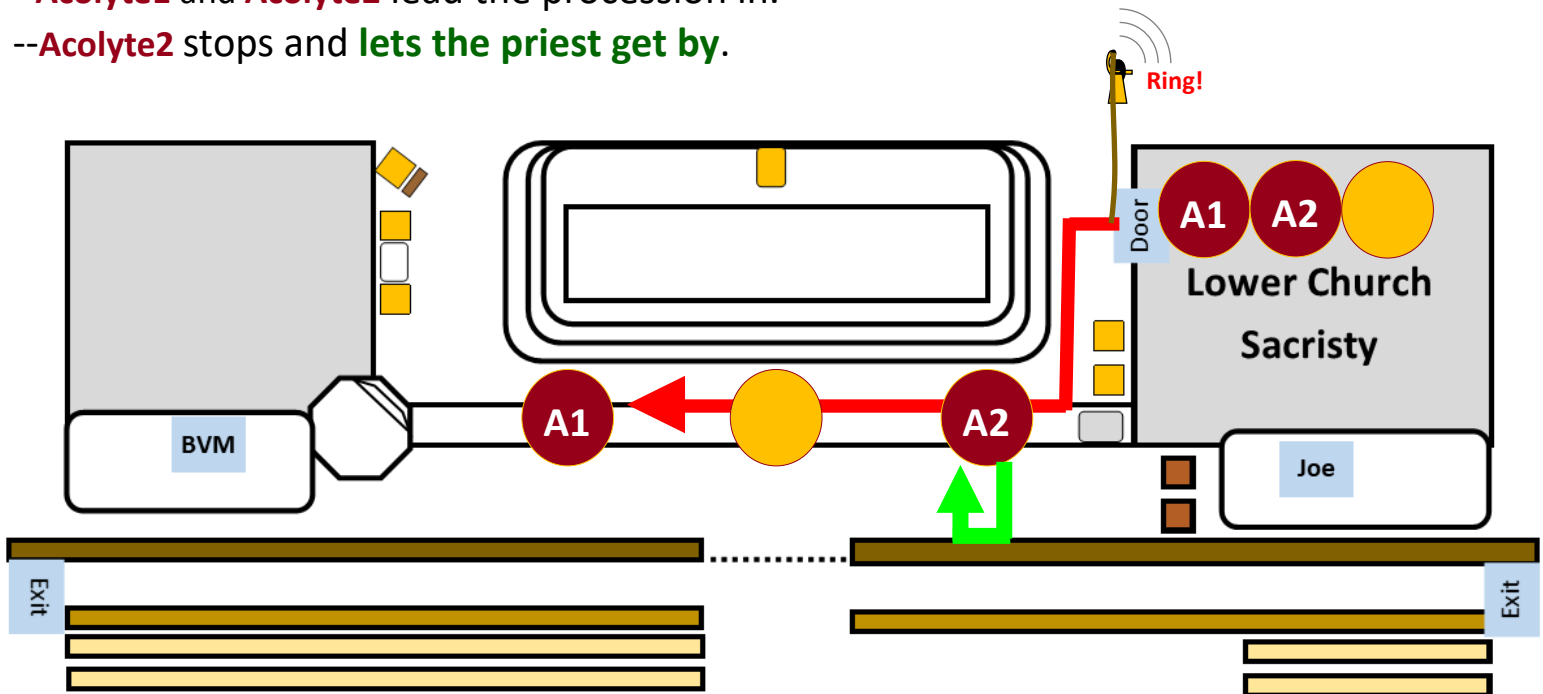
--There are two jobs at a Weekday Mass: **Acolyte1** and **Acolyte2**. Decide who will do which job.

Part 2: The Procession IN

--To let the people know we're starting, a server rings the sacristy door bell.

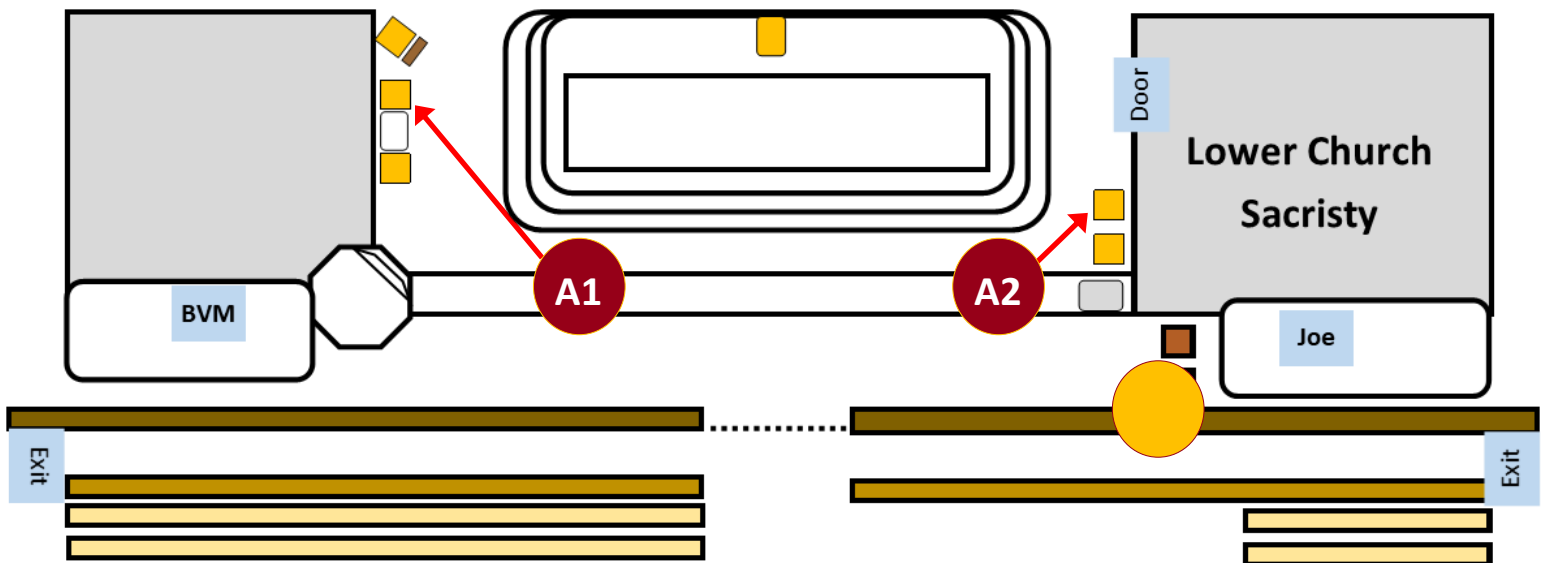
--**Acolyte1** and **Acolyte2** lead the procession in.

--**Acolyte2** stops and **lets the priest get by**.



--Genuflect with the priest and go to your seats.

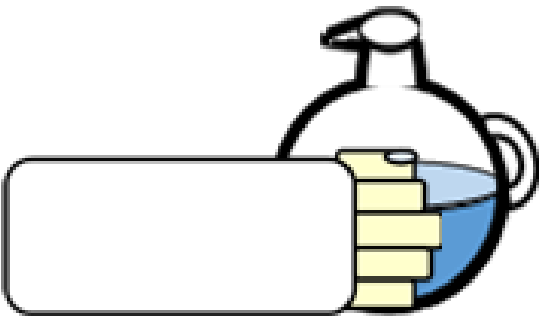
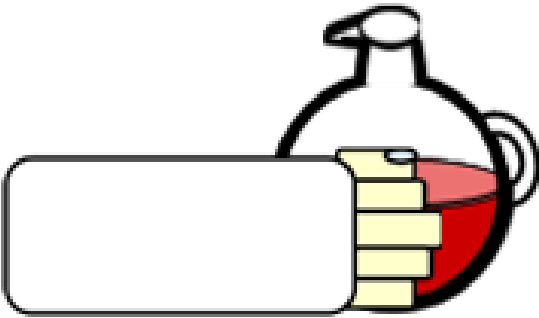
--Sit and stand for the Liturgy of the Word, as usual.



Part 3: The Liturgy of the Eucharist (*continued*)

--Take the **STOPPERS OUT** of the **Water** and **Wine** cruets (so the priest can pour).

--**Acolyte1** and **Acolyte2** hold the **Water** and **Wine** cruets for the priest **HANDLES OUT**.

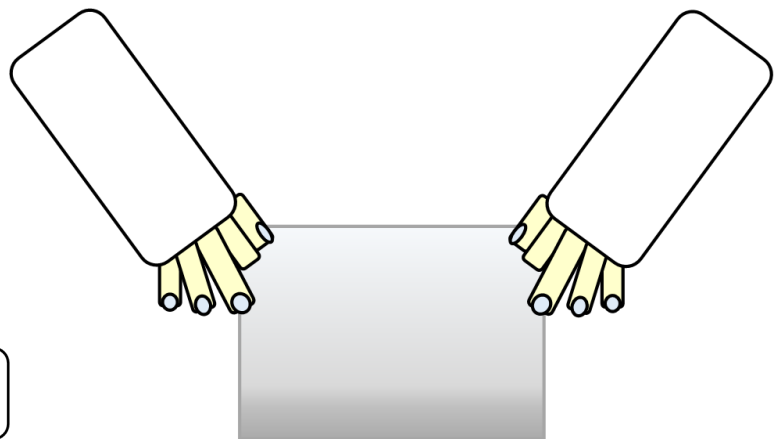
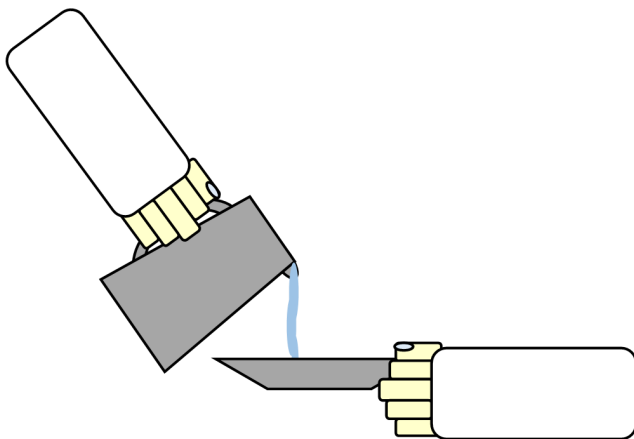


--After the priest uses the Water and Wine, **Acolyte1** and **Acolyte2** put the **cruets** back.

--The priest then washes his hands.

One server holds the **pitcher** and **bowl**, and will pour water over the **middle of the bowl**.

The other server **unfolds** the **hand towel** and holds it out for the priest to dry his hands.

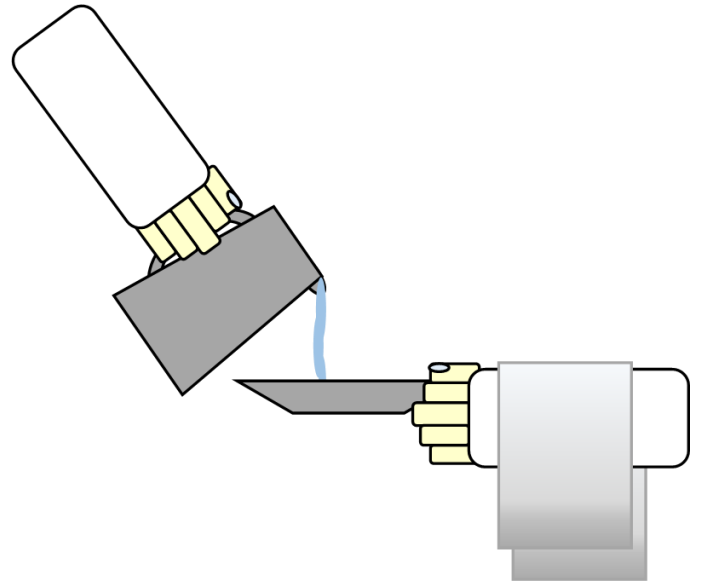


Forget the priest and his hands.

AIM FOR THE MIDDLE OF THE BOWL !

--IF YOU EVER HAVE TO SERVE MASS BY YOURSELF (it's not ideal but it can happen), here's how to **wash the priest's hands**:

Acolyte holds the **bowl** in the left hand,
the **pitcher** in the right hand,
and the **hand towel** draped over the left forearm.



- Put the **pitcher** and **bowl** back on the side table.
- Fold** the **hand towel** and put it back on the side table.

DO NOT put the hand towel IN the bowl !!!

Part 3: The Liturgy of the Eucharist (*continued*)

--**Acolyte2** comes around the front of the altar, bows to the altar and stands by the bells. We all **kneel** after the *Holy, holy, holy...*

--**Acolyte2** rings the bells (One-Three-Three)

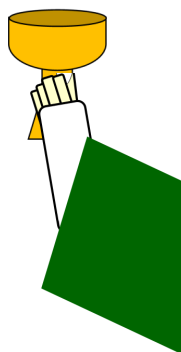
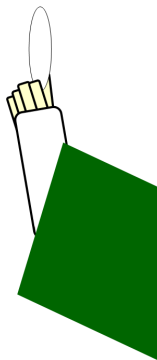
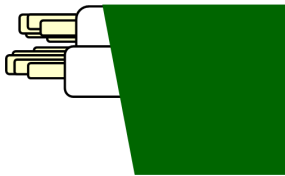
ONCE at "Lord, let your **Spirit...**"

when the priest's **hands** hover over the bread and wine like a dove,

THREE times at the **elevation** of the **Host**,

THREE times at the **elevation** of the **Chalice**.

When you see this:



Do this:



Part 3: The Liturgy of the Eucharist (*continued*)

--**During** Holy Communion,

Acolyte2 removes the **book** (and **bookstand**) from the altar.

--**After** Holy Communion, the priest puts the Blessed Sacrament in the tabernacle.

--**Acolyte1** provides the **water** when the priest purifies the chalice.

--**Acolyte1** and **Acolyte2** help to clear the altar.

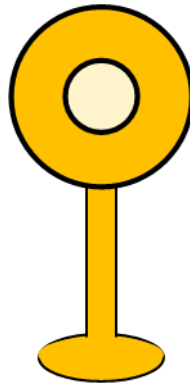
ALWAYS give the chalice a **slow, careful, solo ride**.

One hand flat on top, the other hand gripping the stem.

--When the altar is cleared, **Acolyte2** goes around the altar,

stopping and bowing at the middle, back to the St. Joe side seat.

--The priest exposes the Most Blessed Sacrament in the monstrance on the altar.



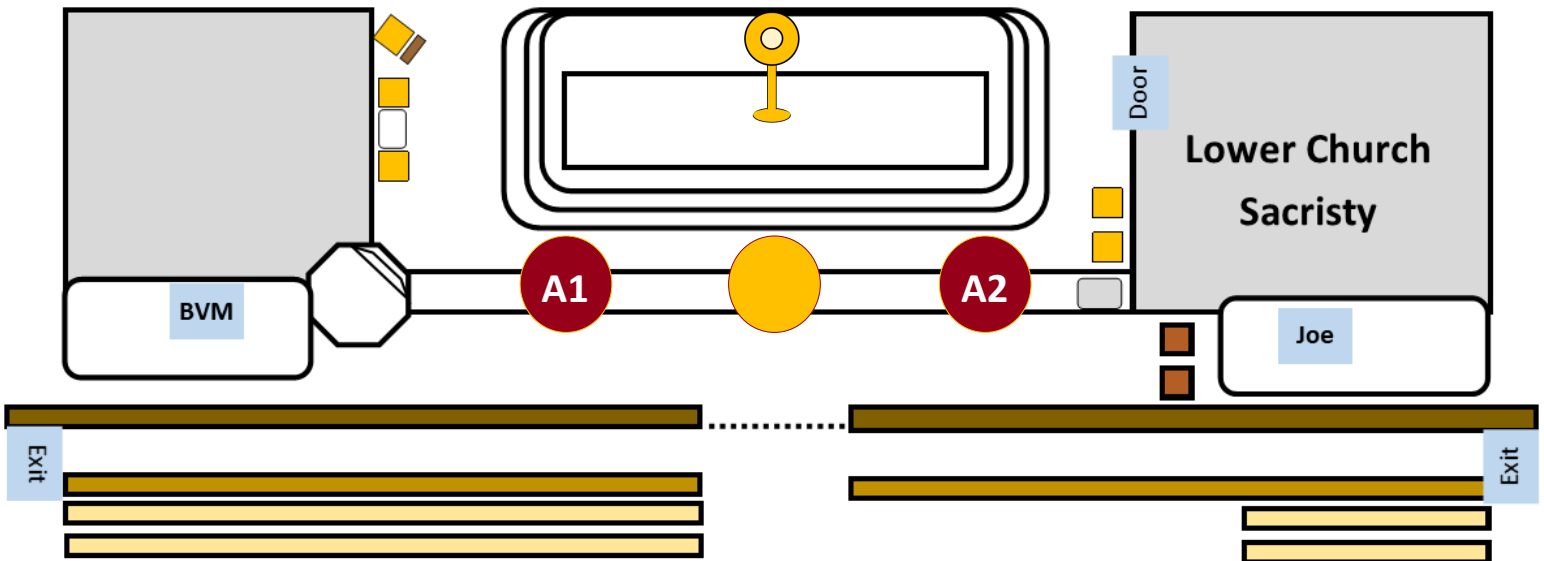
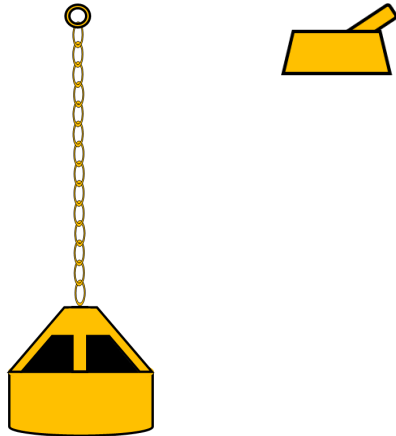
--The priest goes to his chair for the Prayer after Communion.

Part 4: Incense and OUT

- The priest prays the Prayer after Communion (“Let us pray...”).
- There is NO blessing, NO dismissal, NO prayer to St. Michael.
- When the priest goes to the front of the altar, **Acolyte1** and **Acolyte2** join him.

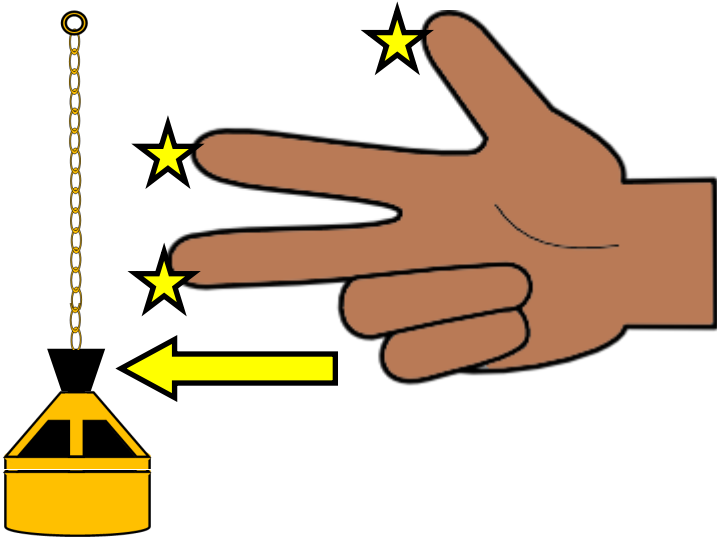
Acolyte1 kneels.

Acolyte2 brings the **thurible** and the **boat** but remains standing.

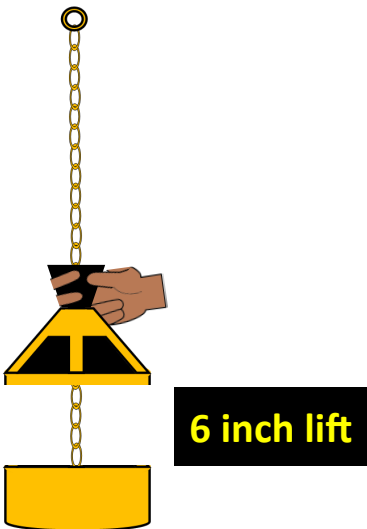


--The priest takes the **boat**.

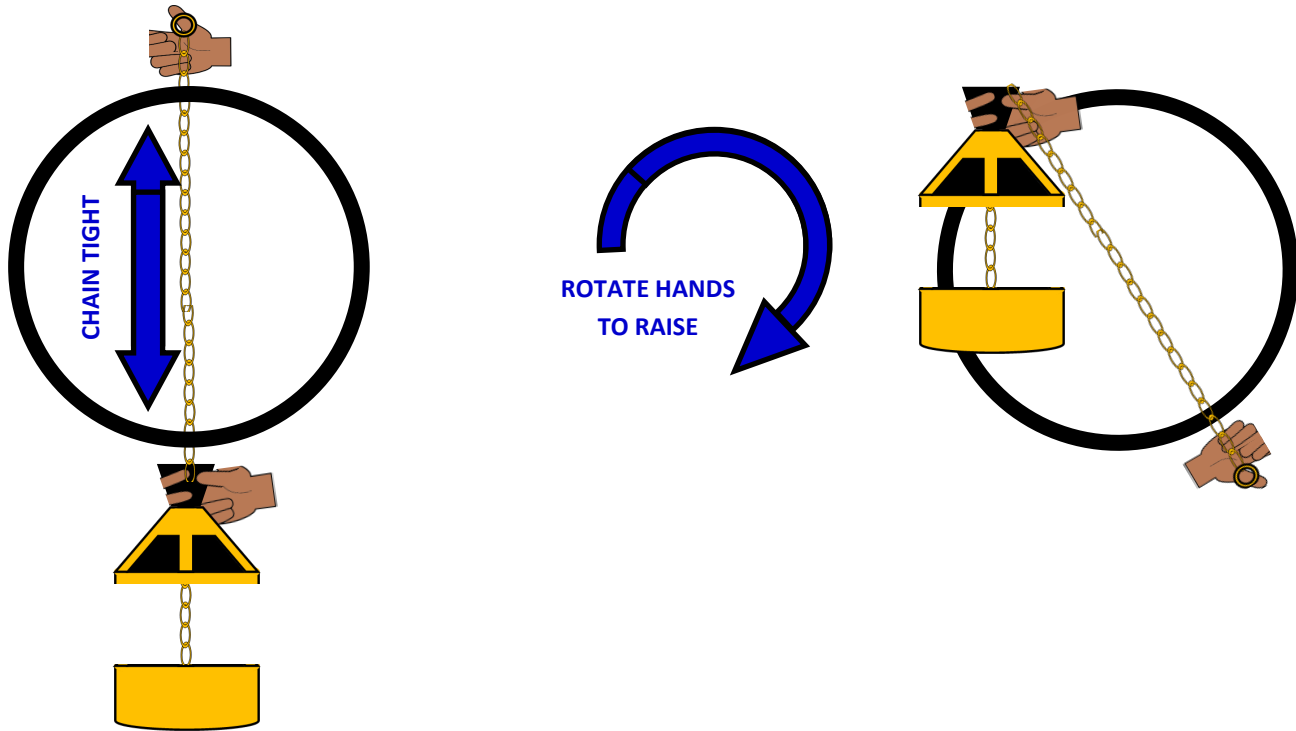
--**Acolyte2** grabs the lid by **THE BLACK HANDLE** with thumb and two fingers.
THE BLACK HANDLE is the part of the thurible that **CAN'T BURN YOU**.
The metal parts of the thurible **CAN BURN YOU**.



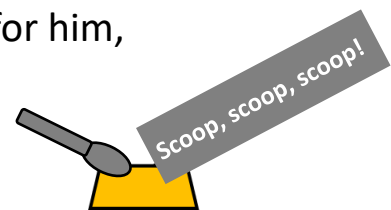
--**Acolyte2** lifts the lid by **THE BLACK HANDLE** about **6 inches**.



- Keep the **CHAIN TIGHT** between your hands.
- ROTATE** your hands like a steering wheel to raise the thurible for the priest.
Notice that your **UP** hand goes down and your **DOWN** hand goes up as you "turn the wheel."



- Now that **Acolyte2** is holding the **thurible open and up** for him, the priest adds incense from the **boat**.



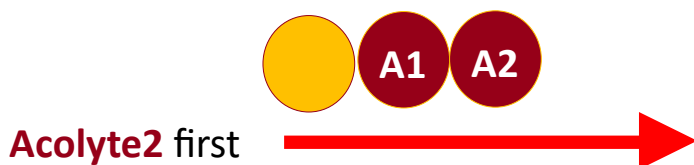
- Acolyte2** closes the **thurible lid** and takes the **boat** from the priest.
- The priest takes the **thurible** from **Acolyte2**.
- The priest and **Acolyte2** kneel.

--The priest incenses the Most Blessed Sacrament. (*Ching, ching, ching!*)

- The priest hands the **thurible** to **Acolyte2**. All stay kneeling for a silent time of prayer.

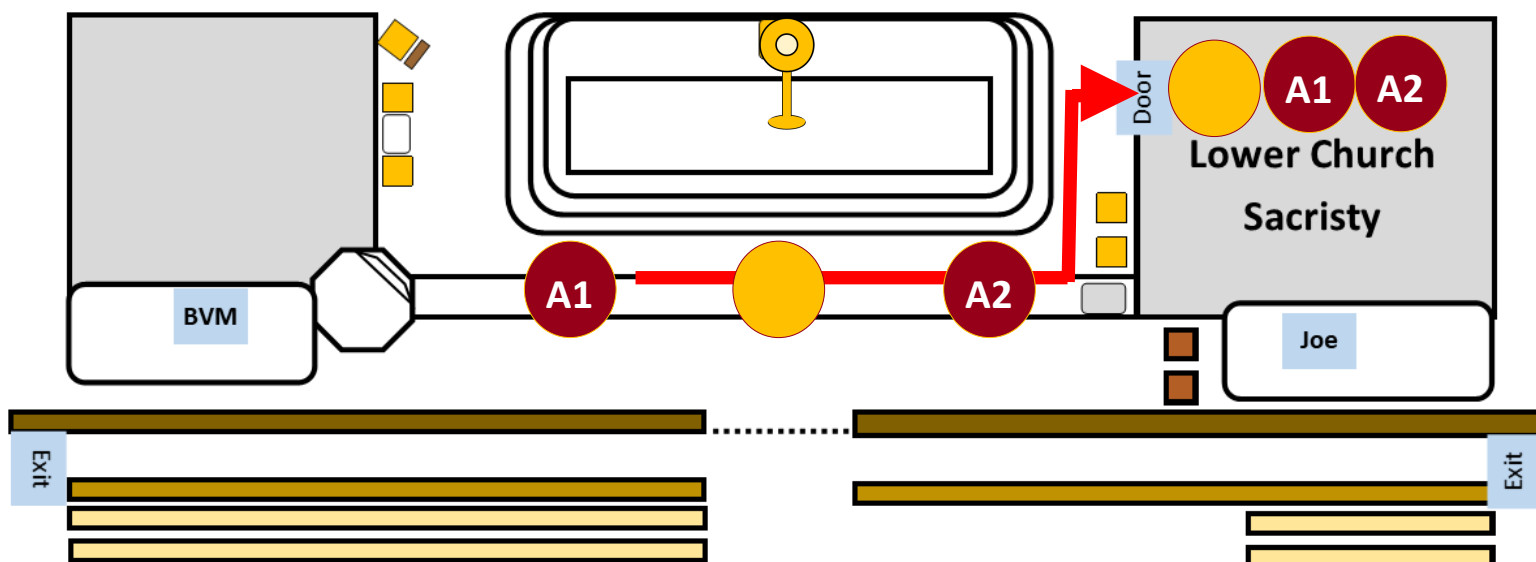
--**Acolyte1** and **Acolyte2** stand and genuflect with the priest.

--The priest will let **Acolyte1** get by him so that the Procession to the sacristy goes:



then **Acolyte1**,

then the priest last.



When the priest says, "**Prosit**,"

("May it do us good.")

you can respond, "**Omnibus et singulis**."

("All of us and each of us.")

Stick around after Mass. Your help is needed!

The **priest** might want to give you specific instructions for cleaning up afterwards.
Ask the **sacristan** what more you can do to help.