

ST. PATRICK'S CHURCH
Volunteer Ministry Position Description
Altar Server



Overview

The mass is the central prayer and liturgical activity of the Catholic faith community. Altar Servers assist the assembly by presenting/arranging items used in liturgical celebrations. They reverently and efficiently enable other ministers to attend to their own roles. Since they are visible to all, the Altar Server also models good liturgical participation.

Activities/Responsibilities (list may be adapted as locally appropriate)

- Assists with preparation of the sanctuary and sacred vessels before and after liturgies
- Takes care of items used in liturgies, including cross, candles, incense, sacramentary, etc.
- Assists in preparing the altar before the presentation of the gifts
- Exhibits responsibility by serving when scheduled and taking part in rehearsals
- Responds to special circumstances that may arise during liturgies
- Performs tasks with dignity and participates fully as an exemplary member of the assembly

***Adult Altar Servers should exercise the Two Adult Rule when interacting with Altar Servers under 18 years of age.**

Skills, Experience, Personal Traits and Qualifications

- Baptized member of the Catholic Church and has received First Communion
- Has learned to participate fully as a member of the liturgical assembly
- Has the maturity to exercise his/her ministry with proper behaviour and attention
- Wants to grow in appreciation of the rites which they help the community to celebrate

Screening Checklist for this Low Risk Position at St. Patrick's Church

- Completion of Agreement to Code of Conduct and a Volunteer Information Form, including parent/guardian consent as required.
- Training and orientation
- Supervision, periodic evaluations.

Parish Volunteer Screening Coordinator

Pastor

Date _____

RC Bishop of Calgary- Rev .February, 2013