

ADULT ALTAR SERVER GUIDELINES

St. Matthias the Apostle Parish, Lanham Maryland

Welcome to the adult altar server ministry of St. Matthias the Apostle Parish!

The Altar Servers' Mission

The altar server plays an important role in successful liturgical celebrations of all kinds, especially in the Holy Sacrifice of the Mass. The altar servers' mission is to assist the ordained ministry in carrying out liturgical functions, including preparing the altar, assisting the deacons and priests in their preparations and participating in solemn processions.

Your Altar Server Assignments

Altar server assignments are made on a monthly basis, and communicated to the altar servers in the altar server newsletter. The assignments are also available on the St. Matthias internet website, and are posted on the bulletin board in the sacristy.

There is a published directory of all altar servers, which will be updated to include the adult altar servers. You will receive your copy from Mrs. Cindy Faust, who prepares the monthly schedules.

Monthly Altar Server Meetings

There is a monthly altar server meeting for the youth altar servers. This meeting is normally held in the church following the 11:30 a.m. Mass on the third Sunday of the month. This is an opportunity for our younger servers to prepare for upcoming liturgies, practice our craft, do a little training, get to know each other better, distribute information, plan for events, win door prizes and discuss any issues that affect our ministry. The meetings usually last for about an hour. All adult altar servers are welcome to attend these meetings, but they are not mandatory for the adults.

Other Events for Altar Servers

- There is an annual altar server recognition Mass at the Basilica of the National Shrine of the Immaculate Conception. This event is appropriate for adult altar servers.
- There is a Christmas party for the altar servers, and you will of course be welcome. In addition, there is an annual luncheon for adult volunteers that is held in the rectory.

Your Roles and Responsibilities as Altar Servers

Leadership – We welcome your leadership by example. We believe that your attitude of reverence on the altar can be very inspiring to our parish community and especially to the youthful altar servers of St. Matthias.

Attendance – You must show up at least 15 minutes before a Mass or liturgical service to which you are assigned. This will leave you adequate time to:

- Properly attire yourself
- Perform duties such as lighting the candles on the altar
- Be helpful to the clergy and lay ministers

Dress – Please dress appropriately for church.

Substitution – If you cannot serve at a Mass to which you are assigned, please find a substitute.

- Please use your list of all the adult altar servers and their contact information to find a replacement.

Volunteering – If you observe that there are not enough servers at Mass, please feel free to assist at the Mass.

After the Liturgy – Please extinguish the candles on the altar, and see to it that all is arranged properly for the next liturgical event.

READING AND REFERENCE BOOKS FOR ALTAR SERVERS

Called to Serve – A Guidebook for Altar Servers (Revised)

Fr. Albert J. Nevins, M.M.

Our Sunday Visitor Publishing Division

Our Sunday Visitor, Inc.

Huntington, Indiana 46750

ISBN: 0-87973-663-1

Library of Congress Catalog Card # 81-82546

The Joy of Being an Altar Server

Fr. Joseph Champlin

Resurrection Press, Catholic Book Publishing Company

ISBN: 1-878718-66-5

Library of Congress Catalog Card 2001-132738

Serve God with Gladness – A Manual for Servers

David Philippart

Liturgy Training Publications

Order by e-mail: orders@ltp.org

Order by phone: 1-800-933-7800

ISBN: 1-56854-151-1