

Acolyte Service Guidelines 2020

Helping You Look Like You Know What You're Doing

Arrival & Dress

1. Arrive to Zion at least 15 minutes before the service starts.
2. ~~Albs (the hooded robes) and cinctures (the braided rope/belt) are located in the men's choir room. Choose an alb that is ankle length, wrap the cincture around your waist twice and then tie in a knot on the right side. (Don't tie the knot in the middle...that looks ridiculous!). You may wear one of the crosses located near the cinctures.~~
3. **NO ALBS OR CINCTURES UNTIL FURTHER NOTICE**

The Service: Beginning

1. Candle lighters are located on each side hallway. Light the wick, then enter at the same time as the other acolyte. Enter when the music has begun.
2. Go first to the back altar, bow together, then light the candle. Turn inward.
3. Go next to the free-standing altar, bow together, then light the candle.
4. If there are additional candles around the altar, light those too.
5. Exit first, extinguish your candle lighter, and be seated in the chairs on the side.

The Service: Offering

1. ~~The offering is right after the sharing of the peace. ("The peace of the Lord be with you always...And also with you.") After you've shared the Lord's peace, pick up all offering plates from the back altar. Walk to the center of the semi-circle landing to meet the ushers, who will take the plates from you.~~
2. ~~While the ushers receive the offering, go back to your seat. When the song changes, this indicates that the offering is being brought forward. Meet the ushers at the semi-circle landing to receive the offering from them.~~
3. ~~When the offering is brought to you, receive the plates, turn around (toward each other) and begin returning the plates to the back altar.~~

- ~~4. On your way to the back altar, stop in front of the free-standing altar and raise the plates high in the air as an offering. Hold the plates up for about 3-4 seconds. (You might feel awkward, but truth be told, it looks much more awkward when you rush through it.) Place the offering plates on the back altar, then return to your seats.~~
- 5. THERE WILL BE NO PLATE-PASSED OFFERING UNTIL FURTHER NOTICE**
- 6. When the peace is being shared and the offering is brought to the Jehoiada box, join Pastor and the communion assistant in the sacristy to sanitize hands and put on gloves. Pastor will leave and go prepare for Holy Communion. You can remain in the hallway.**

The Service: Communion

- 1. After the consecration and Lord's Prayer, join Pastor at the altar to be communed.**
- 2. One acolyte will help with distribution and hold an empty tray for communicants to place their empty cups. Communion will take place first on one side of the sanctuary, then the other.**
- 3. The second acolyte will take one of the cruets of wine on the altar and place it on the stand behind the baptismal font. When the communion assistant needs more wine in their chalice, you will open the cruet and pour wine into the chalice. When communion is over you can take the cruet back to the altar.**

The Service: Closing

1. When the closing hymn begins (at the end of the service), go to the side hallway to get your candle lighter.
2. After the other worship leaders (pastor, choir, etc.) have begun walking down the aisle, go first to the free-standing altar, bow, and extinguish the candles.
3. Then go to the back altar, light your candle lighter (so that it will be lit as you leave) and extinguish the candles on the back altar. Exit, blow out your candle lighter, and you are done.
- ~~4. Don't wear the alb home. That's weird.~~

After Worship

1. **Both acolytes will collect the trays of empty cups and go to the sacristy.**
2. **Fill the wash bucket with warm water (only enough to submerge a cup) and briefly rinse each cup. DO NOT simply rinse the cups in the sink. Once the remnants of wine are washed out, the cup may be disposed.**
3. **Once all cups have been disposed, walk the wash bucket outside, pick a tree or shrub and pour the water onto the ground. Then, return the wash bucket back to the sacristy.**

The significance of what you have done is to preserve the consecrated wine from being haphazardly being washed down the drain like waste. We believe the consecrated wine is holy and should be used for growth purposes (our own faith when we drink of it or in the ground for the benefit of created plants and trees).

Miscellaneous Notes

1. **Baptisms:** If there's a baptism, when the pastor calls the baptismal family forward, the acolyte sitting on the same side as the organ picks-up the pitcher of water from the free-standing altar. The other acolyte removes the lid from the baptismal font and takes it to his/her seat. The water is poured into the font when the pastor prays "in the waters of the Jordan." (The pastor will give you a nudge on the arm if you miss it.) After the water is poured, take the pitcher back to the free-standing altar and then return to your seat. After the baptism is over, the acolyte with the lid can return it to the baptismal font.
2. **Absences:** If you cannot make it to your scheduled service, it is your responsibility to find a replacement by the Wednesday before your date. Contact information can be found on your Directory of Acolytes, given to each Confirmand at the beginning of the year.