

ST. EDWARD CHURCH

FUNERAL MASS SERVER MINISTRY

Funerals tend to be more formal than Sunday Mass. Even though you will be wearing server robes over your clothes, your footwear definitely will be noticed. Please wear your best shoes. Nice sandals are okay as long as they do not make flip flop noise (NO beach sandals or flip-flops), but athletic shoes are not allowed. Shorts and jeans are not allowed. Boys should wear long pants, pant or skirts (knee length or longer) for girls.

1. Arrive 15-20 minutes early. Come into the sacristy quietly. People are praying and can hear what is going on in the sacristy. Check in with the sacristan for your assignments: cross bearer, holy water/thurifer, pall carrier. Put on server robes and be ready to assist the sacristan, presider, funeral planner or liturgist when asked.
2. Check the altar candles and the Paschal candle, and light them if this has not been done.
3. When the casket and family have entered the nave, the procession will begin. Proceed out the sacristy door, down the middle aisle. The cross bearer will lead, followed by the server with the pall, the third server with holy water bucket and sprinkler, and presider. There is no bowing for this procession.
4. When you have reached the family, the cross bearer should stop one pew in front of the mourners, and step to the right side. The pall carrier should stand ready with the pall to the left side. The third server, with the holy water, should stand to the side of the cross bearer.
5. The presider will greet the family and begin with the opening funeral rites. The family will cover the casket with the pall, and then place the cross on top. The presider will then nod to the cross bearer who will begin the procession back toward the altar. The two other servers process behind the cross.
6. Process up the aisle, stopping at the bottom of the steps to bow. The cross bearer then proceeds to the sacristy as on Sunday, the server with the Holy water takes it to the sacristy and then goes to his/her seat, the other server goes straight to his/her seat. During this time the casket is put in place at the front of the altar steps.
7. The server who carried the pall will now have all book-holding functions. The blue book is used for opening prayer. Server will walk up to presider and hold it.
8. The thurifer and cross bearer will have all altar preparation duties.
9. After the prayers of the faithful, the altar is to be set as on Sunday; corporal, chalice and purificator in the middle, sacramentary, unopened, on the left side.

- 10. When the presider stands and moves to the front of the casket to receive the gifts, two servers move to stand with him. The presider will give one server the wine and the other server the bread, servers accompany him back to the altar and hand him the gifts.**
- 11. When the presider takes the bread, that server will go directly to the credence table for the water cruet. The second server goes to the credence table and brings towel and small bowl (lavabo) to the altar for the presider. When the presider is ready, pour water on his fingers. Return cruet, towel and dish to small credence table. Wine pitcher is left on the altar.**
- 12. Return to your seat kneel, stand, and sit with the assembly.**
- 13. Servers will receive communion just after the communion ministers do. Pray silently for a few moments, then clear the altar of everything except the altar cloth. Take Presider's chalice, paten to the large credence table and all linens and glass items to the small credence table. Sacramentary returns to the pew.**
- 14. After clearing the altar, the cross bearer and thurifer go to the sacristy and wait for the signal to come out with the cross, thurible and boat.**
- 15. As soon as the post communion prayer is done, the cross bearer and thurifer will come out. Move to the bottom of the steps, walking between the ambo and the altar and stand in these positions: Cross bearer will stand at the end of the casket opposite the presider and face the casket. Thurifer will stand on the presider's left. Pall carrier will stand on his left, ready to hold the book if needed.**
- 16. Give the presider enough room to move around the entire casket as he incenses. Thurifer will take the thurible from the presider when he is done.**
- 17. After a few brief prayers, the presider will signal , and the recessional begins.**
- 18. The thurifer will lead, swinging the thurible. The cross bearer is next, followed by the last server, the presider, the casket, pall bearers, family and friends**
- 19. When the procession reaches the narthex, line up with the presider, then return to the sacristy with him. You should then assist with the snuffing of candles, bringing flowers to the St. Cecelia's room, or any other duties you may be asked to perform.**
- 20. Thank the person who gives you your money, hang up your robe-and any others that may have fallen to the floor, and return to school or home promptly.**