

# Holy Trinity Lutheran Church

## Communion Server Instructions

### 1. Intinction Sunday – 1<sup>st</sup> Sunday/Wednesday of the Month

- a. Come forward after Pastor says Words of Institution and has seated the congregation. Come to the left side of the altar as it faces the congregation. There should be 4 total people for serving, including the pastor.
  - i. If there are too many, the last ones to the altar should go sit down. (Thanks for your willingness!) If we are short, the Council Person of the Week will fill in.
- b. Pastor will serve communion to you and other servers.
  - i. Be sure to wait for wine before consuming wafer.
- c. Follow pastor out to center of worship space.
- d. Wafer servers in middle, wine servers on the outside facing the middle sections.
  - i. **Wine servers should be two to three feet away from wafer servers**
- e. **Wafer servers say “Body of Christ, given for you.”**
  - i. Communion all who look old enough
  - ii. Anyone who might be too young, simply ask if they receive communion
  - iii. If not, move right hand slowly close to their head and say, “The Lord bless you and keep you.”
  - iv. Be sure to have gluten free wafers on your plate
- f. **Wine servers say “Blood of Christ, shed for you.”**
  - i. If someone has put the wafer in their mouth, do not let them take it out and dunk. Simply place your free hand over the cup and gently say, “Please get a new wafer.”
  - ii. If someone tries to drink from the cup, please place your free hand over the cup and gently say, “We do not have a common cup”
- g. When you finish the center sections, turn toward the outer sections. When you finish, if the other group is still communing, please commune the musicians.
- h. At the end, please return items to the altar. Last person should commune Pastor.

### 2. Bread & Wine Sunday – 3<sup>rd</sup> Sunday/Wednesday of the Month

- a. Come forward after Pastor says Words of Institution and has seated the congregation. Come to the left side of the altar as it faces the congregation. There should be 7 total people for serving, including the pastor.
  - i. If there are too many, the last ones to the altar should go sit down. (Thanks for your willingness!) If we are short, Pastor will recruit someone.
- b. Pastor will serve communion to you and other servers.
- c. Follow pastor out to center of worship space; runner will stay by altar and keep everyone’s wine platter filled. And, if necessary, give empty baskets.
- d. Bread servers in middle, wine servers on the outside facing the middle sections, baskets on the outside
  - i. Wine servers should be two to three feet from wafer servers, but basket holders can be right next to wine servers.

## **Holy Trinity Lutheran Church**

### **Communion Server Instructions**

- e. **Bread servers say “Body of Christ, given for you.”**
  - i. Tear a piece of bread from the loaf; if too big, tear again; if too small, drop on plate and tear another.
  - ii. Communion all who look old enough
  - iii. Anyone who might be too young, simply ask if they receive communion
  - iv. If not, move right hand slowly close to their head and say, “The Lord bless you and keep you.”
  - v. Be sure to have gluten free wafers on your plate
- f. **Wine servers say “Blood of Christ, shed for you.”**
  - i. If someone asks, point out to them which are wine and which are grape juice.
  - ii. Be sure to always have grape juice on the server plate.
- g. When you finish the center sections, turn toward the outer sections. When you finish, if the other group is still communing, please commune the musicians.
- h. At the end, please return items to the altar. Last person should commune Pastor.

Thank you for your gift of service to our church!  
Your skill helps our service flow smoothly and  
brings the Word of God to all that enter our  
doors.