

Acolyte Instructions

By definition an acolyte is one who assists a member of the clergy in a liturgical service by performing special duties; a helper. Serving as an acolyte means you are a special member of the worship team and are a reminder that Pastor Vera and Evergreen Lutheran Church consider young people a vital part of our congregation's life. Please honor this role by remembering these important things:

** Make sure your parents are aware of your commitment to serve and will get you to church on time.

** Dress appropriately. No flip-flops. Tennis shoes must be tied, not flopping around. Preferably solid colors as your clothes can show through the robes. Neat, clean and tidy appearance-hair clean and brushed, teeth brushed, AND use that deodorant.

** Please try to be here at least 15 minutes before the start of the service. Let the Lay Minister or an Usher know you have arrived and grab a bulletin. If you are late for whatever reason and no one has taken your place, please just quietly walk to the sacristy, get your robe on and take your place behind the altar. Please make sure you close the sacristy door quietly because if you let it go, it does slam.

** Put on your robe, cincture (rope) and cross and prepare the lighter and matches.

** Participate FULLY in the service (no sleeping, slouching, yawning or messing around).

** If you know a member of your family will be a distraction to you, please look another direction. While you should have fun doing this, it is also a beautifully, serious task.

** Be ready to fulfill any requests that Pastor Vera may have during the service.

** Be grateful to serve our congregation and our Lord.

Directions for the Service

Process: From the Sacristy, lead Pastor Vera and the Assisting Minister around the bottom of the stairs to the center. Face the altar. On PV's cue, all three bow to the altar.

Candles: Go to the altar and light the candles, first the one on the right, then the one on the left (PV will let you know if there are other special candles). Blow out your candle lighter, bow at the altar, then go sit in the acolyte chair (one on far left when facing the altar). Don't forget to hang the candle lighter on the hook.

Offering: Right after PV announces the collection of the offering, take the empty plates from the table on your right and give them to the ushers as they come to the front. Go directly to the Credence Table (the little table on the side where the communion dishes are).

Setting the Table: Please do the following:

- * Bring the bowls and chalices to the altar two by two and set them according to the diagram. Remember to make as many trips as it takes to do this with safety and dignity.
- * Sit down.

Accepting Offering: On PV's cue rise and go to the top of the stairs as the ushers bring the gifts forward. The acolyte will take the offering plates, while PV and the Assisting Minister take the bread and wine. All three of you will turn together to face the altar and bow. Return the plates to the table and sit down.

Communion: Take communion at the end with the rest of the servers. Then return to your seat.

Candles: At the end of the service go to the front of the altar, bow, and extinguish the candles. Even though people are standing and talking, this is an important act to complete the service.

After the service: Go back to the sacristy to hang up your robe, cincture (rope) and the lighter. Know that your service is very much appreciated.

If you cannot make it to a service that you are scheduled for, please call the church office at **303-674-4654**.