

February 2015

Worship Committee

INSTRUCTIONS FOR PEW SERVICE COMMUNION

Thank you very much for your willingness to participate in this important and meaningful ceremony. The following directions are meant to give you some idea of what will take place during the Sunday service communion. There actually may be slight variations. All servers need to meet with Svinda in the Fellowship Room at 10:15 for a final preparation and last minute instructions before the church service.

*General Information*

Number of Servers: 10 - 5 people on each side of the sanctuary

*\*Please use hand sanitizer found in narthex before communion begins\**

*Directions*

1. Please sit wherever you want prior to communion
2. When the collection process begins, make your way to the narthex or back of church
3. When the ushers gather to take the collection plates to the front of the church, please process with them at the end of the line in pairs
4. At the front, please sit 5 a side in the front row of chairs
5. After the Prayer of Great Thanksgiving, the minister will indicate that you come forward to take the trays of elements from her to distribute to the congregants

**Step 1 Set Up**

Communion Table/Minister

| Servers seated in front row |   |   |   |                       | Servers seated in front row |   |   |   |                                   |
|-----------------------------|---|---|---|-----------------------|-----------------------------|---|---|---|-----------------------------------|
| 1                           | 2 | 3 | 4 | 5 - rover for balcony | 6                           | 7 | 8 | 9 | 10 - rover for choir and minister |

**Step 2 - Distribution of Elements**

|   |                         |   |   |                  |   |
|---|-------------------------|---|---|------------------|---|
| 1 | front of church         | 2 | 6 | front            | 7 |
| 3 | last row of church pews | 4 | 8 | last row of pews | 9 |

6. Each team of 4 (rovers work independently) splits up (see diagram) with 2 servers on either side of the first pew and 2 servers at the very back of the church at the last pew

7. Begin passing the elements back and forth moving toward the middle pews. When servers 1&2 and 6&7 meet servers 3&4 and 8&9 in the middle, face the front and return to the communion table to receive the second set of elements

8. When both sets of elements have been distributed in the same way, the minister will serve the elements to the servers and the choir rover can in turn serve the elements to the minister

9. Return to your front row chairs when the minister indicates the time to do so

This may all sound more complicated than it really is but the meeting at 10:15 will help make everything clear.

On behalf of the Worship Committee, thank you for being willing to participate in the communion service. We hope you find this to be a meaningful way to support the church and its work.

Your Worship Committee