

# ACOLYTE GUIDELINES

If you are scheduled to acolyte on an upcoming Sunday and you are a little uncertain about just exactly what you are suppose to do and when you are supposed to do it don't worry! These guidelines will help you. First-time acolytes are always paired with an experienced acolyte so if you become confused, just follow your partner!

**Arrival**—Acolytes need to arrive 10 minutes before the start of the service. If an acolyte has questions , he or she should ask Pastor Joanne prior to the worship service.

**Lighting of Candles**—The Acolyte Director or another Adult will do the lighting of the Acolyte wicks. Acolytes should not light the wicks themselves! The candles are lit once the prelude music begins. The Pascal or Christ candle is lit first if it is set out, then the Altar candles, and then the candelabras at the base of the large cross. The candelabras are lit from the middle (closest to the large cross) to the outside. (Please watch your partner, to remain consistent) Go slowly. There is no rush.

**Offering**—After the Creed & Peace there is the Offering. Be alert to the Ushers being done. Acolytes will stand in front of the Altar to collect the Noisy Offering bucket and offering plates from the Ushers and place the offering on the Credence table before returning to stand in front of their seats.

**Communion**—After invitation to all, come forward behind the Altar. Acolytes will take communion at the Altar with the Pastor and Communion Deacons prior to the congregational feast. If the tray is held underneath with an open palm, the acolyte will have improved control, which should prevent a tray from tipping or the glasses from clanging together. When collecting the cups, start to fill tray at the point farthest away from you and work in toward your body. This will help prevent your hand or arm knocking the cups off. Once tray becomes mostly full, or if it is too heavy to continue on with, place tray on wall off in side room. Take an empty tray and continue on.

**Extinguishing Candles and Departure**—Candles are extinguished during the singing of the last hymn. Start extinguishing the candles in the second verse of the closing hymn. Extinguish candles in the reverse order of their lighting: candelabras from the outside in, then the altar candles. The Christ Candle should be left burning until the Sanctuary is empty. If the last Hymn is still being sung after the candles are extinguished, return to stand in front of your seats until the hymn is finished. The Acolytes will quietly exit out the side door and remove robes in the Vestry (or robe room) and hang your robe in its closet. Then head to the Fellowship Hall for Sunday School.

Please remember to worship attentively and actively.

**Acolyte Credit**—Worship service credit can be given for acolyting. An adult must sign off for credit or a Parent/Guardian may sign off for their child.