

Duties of Communion Elders

Prior to the service:

- move the seating forms in the sanctuary
- Chairs from the side chapel need to be placed behind the Communion Table (check with the Minister).
- meet with the officiating minister at 9:45am in the side chapel. At this time who is doing which task can be arranged. Please note the seating chart below.

During the service:



- 1 and 2 serve bread on the chapel side
- 3 and 4 serve wine on the chapel side
- M is the officiating Minister
- 5 and 6 serve wine on the piano side
- 7 and 8 serve bread on the piano side.
- Numbers 1 and 8 remove and fold up the cloth covering the elements for the sacrament when the servers take their place behind the table, usually during the singing of the Communion hymn. When folded it is placed over the hand rail leading to the chapel side.
- On completion of their serving all the servers wait at the main doors at the rear until all serving is complete. They then all process forward as a group and return the elements to the Minister for placement on the Communion table.
- It is the prerogative of the officiating minister as to when the servers and Minister receive the sacrament.
- The cloth is replaced by Numbers 1 and 8 during the singing of the last hymn.

At the conclusion of the service

- The first two named people on the Communion roster wash the Communion glasses as there is only a small kitchen.
- The other servers restore the sanctuary and return the chairs to the side chapel.