

MINISTERS OF HOSPITALITY

- Check in at small table in Narthex - informing your fellow ministers of your presence - and review the door and pew sections (*see map*) at which you are assigned:

Captain — Narthex doors / Pew Section 5

- 1) Gathering Area doors / Pew Section 2
- 2) Chapel (hallway) door / Pew Section 6
- 3) Narthex doors / Pew Section 4
- 4) Side Nave (brick wall) door / Pew Sections 1 & 3
- 5) Gathering Area doors / Pew Section 7

Pre-Mass

- Greet all who enter (ex. “Welcome to St. Thomas the Apostle”)
- Offer Worship Aid
- If necessary — direct people to appropriate seating (socially distanced, Low-Gluten, handi-capped, etc.), answer questions about Covid protocols, point out Restrooms and/or Cry Room

During Mass

- Please be seated in the pew section to which you are assigned—allowing you to observe if any people need assistance.
- Be the last person to receive Holy Communion in your pew section, as you can then inform the Communion minister of any persons that need Eucharist to be brought to their seats.

After Mass

- Provide joyous parting words (ex. “thank you for coming”, “see you next week”, etc.)
- Direct people to recycle their Worship Aids in bin provided at each exit
- Hand out bulletins
- Monitor collection baskets


ADDITIONAL NOTES

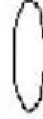
- **Saturday, 4:30 PM Mass** — Outdoor Communion
 - ⇒ Hospitality Captain responsible for setting up sanitization station, collection basket (and umbrella if needed) outside Gathering Area doors
- **Role of Hospitality Captain**
 - ⇒ Check-in ministers and review their stations
 - ⇒ Acquire Cross Bearer and Gift Bearers
 - ⇒ Consolidate monetary collection - document in binder, put in zip pouch(es), deposit in sacristy safe ***two people required for witnessing***



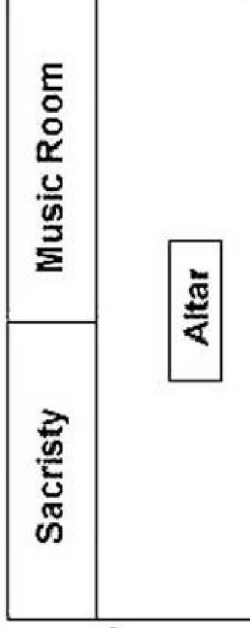
Stations for the distribution of Holy Communion – Precious Body

Preparation

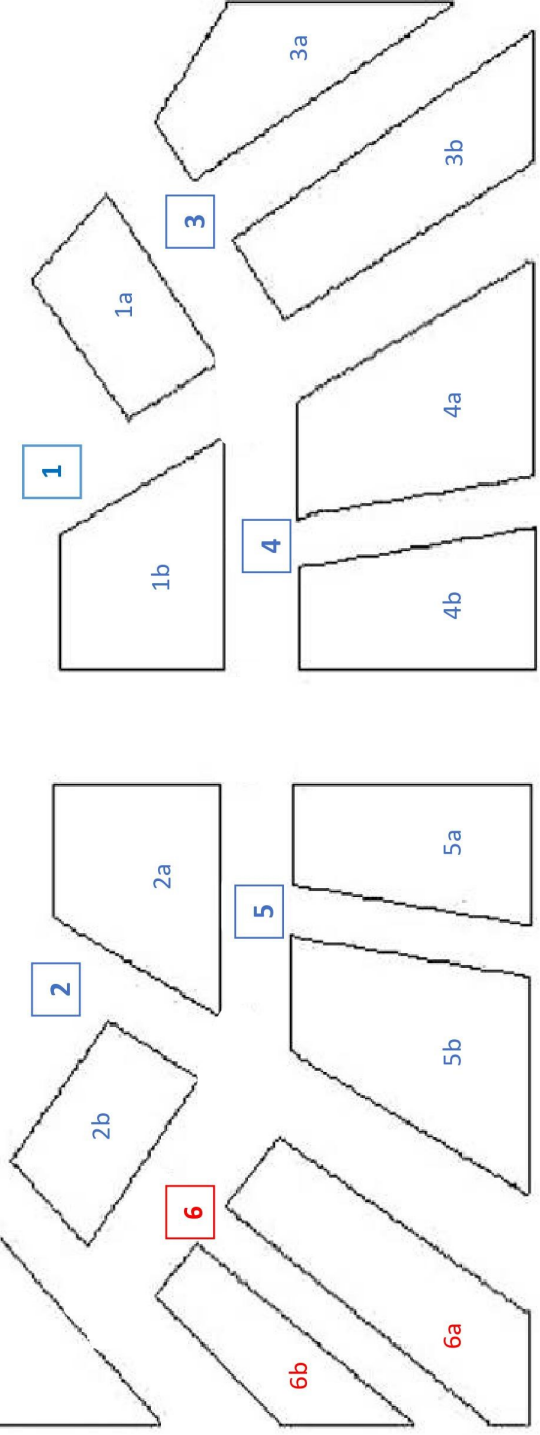
Table 



7 



Piano



Station notes:

Station 1: Responsible for distributing Holy Communion to musicians at end.

Station 2: Priest assigned station

Station 3: regular distribution

Station 4: Two ministers at 9:00 AM Mass. ****One minister to commune the Assisted Living residents first****

Station 5: Two assigned ministers at 9:00 AM Mass.

Station 6: Socially distanced section. Please wear a mask when distributing.

Station 7: CAPTAIN and **Low-Gluten** host distributor.