

## St. Ninian's Church

### Responsible Ministry: Screening in Faith

#### Server Ministry Description

Position Assessment Risk: Low

Terms of Office: 1 year, renewable

Supervision & Support: Reports to: Lay Reader Co-ordinator (Server Instructor)  
Staff Liaison (if different from above):  
Committee/Board responsible for this ministry: Worship Committee

Purpose: The Server assists the Incumbent at the Altar, and carries the cross during the procession and recession

Population(s) served: The Incumbent  
The Lay Readers

Skills & Qualifications:

- be mature enough to follow the Service and know when assistance is required
- usually young people over the age of 10 years

Spiritual Gifts Recommended:

- service

Training Provided:

- a one-hour training session is necessary
- on-the-job training

Meeting Date & Time:

- no specific meetings, just the services

Time Commitment Involved:

- one hour for the 8:45 a.m. service as scheduled
- two hours for the 10:45 a.m. service as scheduled
- can still attend Sunday School

Description of Duties / Responsibilities:

- lights the candles prior to the service, and extinguishes them before the recessional
- carries the cross during the processional and recessional
- moves the prayer book on the altar at the appropriate times
- receives the offering with the alms basin from the sidespeople, and presents it to the Priest for blessing
- assists the Priest in washing his hands in preparation for the Eucharist
- assists the Priest in preparing the bread and wine for the Eucharist
- assists the Priest in tidying up after the Eucharist

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Limits of the Position:

- as laid out by the Instructor

Benefits & Opportunities:

- learn the traditions of the Anglican Church
- play an important role in the Service
- still able to attend Sunday School classes
- count the hours toward the Community Service requirement for your Ontario Secondary School Diploma (OSSD)

*Office Instructions: Provide a copy of this description to the applicant. Place a copy in the applicant's file in a locked filing cabinet. Record the completion of this step on the applicant's Screening Checklist.*

Rev. November 27, 2003