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St. John's Episcopal Church  
**Crucifer Instructions**

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### **Scheduling/Replacements**

- The schedule for all servers, including Crucifers, is prepared on a monthly basis. If you know that you will not be able to serve on a certain date, please contact Vickie Duff (859-879-8402, 859-608-3940 or reads0202@aol.com), who prepares the schedule, before the 15<sup>th</sup> of the previous month.
- If you realize that you aren't able to serve after the schedule comes out, please find a replacement. Most people are happy to switch dates. Note the change on the calendar in Hosea Hall. Please also let Kathy Sparrow in the office (859-873-3481) know of the change so that she can update the bulletin if it hasn't already been prepared.
- If you find that you are not able to serve at the last minute, please call the church and let someone know. If you are the one who receives that call, please alert the Acolyte for that day as checking everyone in and finding last minute replacements is their responsibility.

### **Before the service**

- You should be vested at least 20 minutes before the service.
- Get a bulletin and place it in your seat beside the organ.
- Check in the Acolyte no later than 10 minutes before the service.
- Get the cross.
- Remember: do not reverence the altar if you are carrying the cross.
- Be in the hall in front of St. Mary's Chapel no later than 5 minutes before the service is to begin.
- From The Book of Common Prayer, page 833  
*Almighty God, who pourest out on all who desire it the spirit of grace and of supplication: Deliver us, when we draw near to thee, from coldness of heart and wanderings of mind, that with steadfast thoughts and kindled affections we may worship thee in spirit and in truth; through Jesus Christ our Lord. Amen.*

### **Procession**

- The Crucifer leads the procession. Always carry the cross with dignity, holding it firmly in both hands in the middle of the pole with your elbows relaxed. The cross should be straight up, slightly raised from the ground with the symbol or figure of Christ facing forward.
- Begin the procession as the congregation begins singing.
- Go up the steps and stop in front of the gate to the sanctuary. You will need to leave enough room for the Acolyte, Chalice Bearer and Celebrant to go around you on into the sanctuary.
- Once the processional hymn ends, secure the cross and take your seat beside the organ.

### **During the service**

- Gospel procession:

- When the gradual hymn begins, take up the cross, walk to gate, turn and walk to the top of the steps. Turn and face the altar with the Torch Bearers slightly closer to the altar and facing each other. The Acolyte will pick up the Gospel book and stand in the procession. As the Celebrant reaches the gate, turn to the right and process down the steps.
- You will stop at the 6<sup>th</sup> pew on the right, even with the “Behold the Lamb of God” window, and turn to face the altar. The Torch Bearers will stop and turn and face each other.
- At the end of the reading, the Priest will step to one side, and the Acolyte to the other. You will lead the procession back up the aisle, up the steps, turn at the gate and return the cross to its holder and return to your seat. You do not need to pause and wait as with the processional hymn but may go directly to your seat.
- Offertory & Communion:
  - Following the peace, be back to your seat before the Celebrant begins the announcements.
  - Stand or kneel facing the altar.
  - Go to the altar rail in front of your seat and take communion with the Sunday School teachers and students.
- Recessional:
  - As the recessional hymn begins, take up the cross, walk to the gate, turn and proceed to the top of the steps, turning to face the altar. As the first choir member reaches the center and turns to leave, you turn, to the right, and lead the procession out.

### **After the service**

- Return the cross to its place.

### **Double-duty a.k.a. serving as Chalice Bearer & Crucifer**

- If you are serving as both Chalice Bearer & Crucifer, you will perform the duties of the Crucifer until the peace.
- As the peace ends, take the seat of the Chalice Bearer beside the Acolyte and continue in that position until all have been received Communion.
- The ushers will open the gate and replace the cushion. If they do not, do so as the altar is being reset. Walk to the gate, reverence the altar and return to the Crucifer’s seat and finish the service in that role.

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*Thank you for agreeing to serve the body of Christ at St. John’s in this very important ministry!*

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