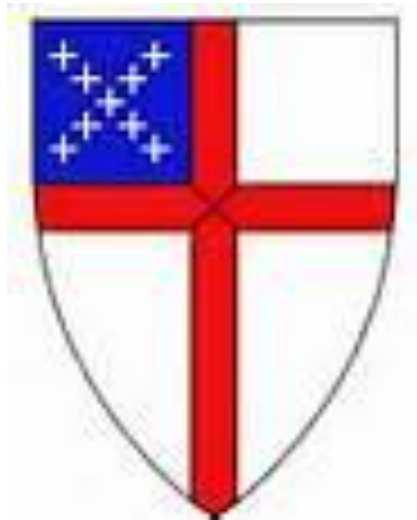


# *Altar Guild*

# *Manual*



**St. Albans Episcopal Church**

**Tucson, Arizona**

Draft 6/6/17

## Altar Guild Prayer

The Lord be with you.

Almighty God, grant, we beseech thee, that we may handle holy things with reverence, and perform our duties with such faithfulness and devotion that it may rise with acceptance before Thee and obtain Thy blessing, through Jesus Christ, our Lord. Amen.

May the God of hope fill us with all joy and peace in believing through the power of the Holy Spirit.

Thanks be to God.

# Prayer from The Book of Common Prayer

Direct us, O Lord, in all our doings with thy most gracious favor, and further us with thy continual help; that in all our works begun, continued, and ended in thee, we may glorify thy holy Name, and finally, by thy mercy, obtain everlasting life; through Jesus Christ our Lord. Amen.

This manual is a working document customized for St Albans Episcopal Church in Tucson Arizona. Suggestions are welcome and will be considered for inclusion in future editions.

## Foreword

Liturgy begins and ends with the work of the Altar Guild. To care for the sacred vessels, the bread and the wine, the fair linens and hangings and the candles and torches used for worship in the Sanctuary is far more than a task, it is a true ministry. We are told that all things must be done "properly and in good order." It is the work of the Altar Guild that makes it possible to do so. The contribution of each Altar Guild member is important; together those contributions are a devotion to the greater glory of God. My thanks, and the thanks of all the parish family

## General Duties

The duty of the altar guild is to prepare all the things necessary for the celebration of the Eucharist or any of the other sacraments and offices of the church. These services are included in the Book of Common Prayer and the Book of Occasional Services. The altar guild is a ministry - a gift of time and talent to serve God in His house. It is a very great privilege to serve God in this way. The housekeeping and decoration of God's house should be done with sincere devotion and dignity in good taste. The rector is the head of the guild, but he or she cannot do all that must be done in preparation for all of the services. The altar guild plays an important role and must be reliable and dependable. The rector sets the rules, the style, and the tone of the services by his or her preference for flowers, placement of the vessels used in the services, and whether to use incense or not. The rector appoints the head of the altar guild to organize and schedule work assignments.

## Main Duty

Many of our duties involve protecting the blessed elements. To this end we must keep them separate from the unblest ones.

- We keep the blessed wine in a special cruet marked with an "R" for reserve. Reserve is a term used for blessed elements saved to take communion to the sick and shut-ins
- We rinse all cups, the Ciborium and Paten, then we put the water down the piscina.
- We put all water used in the final removal of linen wine stains down the piscina