

Cathedral Instructions for Parish Ministers of Hospitality

Thank you for taking the time to serve as a liturgical minister during your parish's Confirmation Mass celebrated at the Cathedral of Saint Andrew. When you arrive, please meet the Cathedral coordinator at the back of the church. There will be a sign designating the place to meet. The coordinator will give you a name tag and will go over the following instructions.

Before the service:

- As Ministers of Hospitality, you will be greeting guests, handing out worship aids, and showing people where they may sit according to the seating chart. If guests are unsure of where to sit, please personally guide them to their seats. If there are requests that you feel uncomfortable answering, defer to the Cathedral coordinator who will handle the situation.
- Areas in which you may be asked to serve are marked on the chart with a yellow **H**. These marks indicate both the stations in the back of the church where ministers hand out worship aids before Mass and stations near the front from which ministers direct the faithful to Communion.
- It is very important to explain to guests that **“ONLY CONFIRMANDI AND THEIR SPONSORS ARE TO SIT IN THE RESERVED AREAS.”** The pew tags for reserved areas are hanging on the center aisle pews. The color of the pew tag is color coordinated with the chart for each parish.
- Family and guests have open seating marked as white on the chart. **THE CHOIR LOFT IS CLOSED TO THE PUBLIC.**
- Become familiar with locations of: the bathroom on the main floor, the elevator, and the bathrooms on the lower level.
- A wheelchair and a walker are available if needed.
- The defibrillator is located on the wall near the elevator.

During Mass:

- **If asked**, you will assist the Cathedral usher coordinator by leading the candidates out of their pews during the anointing with Chrism. This occurs after the Laying on of Hands and Prayer of Consecration.

- During Communion, you will be assigned a station from which to direct the faithful. Please see the chart for the location of these stations. There are 6 stations in total: 2 in the center aisle, 1 in each side aisle, and 1 at each transept. Ministers of Hospitality assigned to the side aisles usher each side pew toward the center aisle.

After Mass:

- For the photos with the Bishop, 1-2 Ministers of Hospitality are needed to stand in front on either side of the center aisle and help guests take turns in an orderly manner.
- If you are not helping with pictures, please help collect worship aids and items left behind in the pews by the visitors.

Thank you again for your help in ensuring a well-organized and reverent celebration for your parish.