

Ministry Description

Title: Sacristan

Supervisor: Director of Liturgy

Description:

The Sacristan (a new ministry for our parish) is the behind the scenes person taking care of details; a sort of Mass Coordinator. They take care of all the details from unlocking the doors and turning on the lights to setting up the Eucharistic needs. If scheduled ministers are not present the Sacristan finds a replacement well before the start of the liturgy.

Specific Tasks:

For normal Sunday masses the Sacristan will make sure all assigned ministers are present (arranging a replacement if needed), set up the Eucharistic needs, make certain the various liturgical books are set up for the correct day, and any other tasks needed to make sure the liturgy flows smoothly. For other occasions such as Baptisms, Weddings, and Funerals the Sacristan will put in place any needs for that liturgy.

Skills or Attributes Required:

A love of liturgy, knowledge of a variety of liturgies or a willingness to learn, an ability to pay attention to detail, and an ability to work well with others.

Time Required:

No more than one hour per week, depending on how many Sacristans are trained for each mass time.

Training:

Ample resources and training will be provided by the parish.

Benefits (How does it fulfill the parish mission):

Attention paid to all the details that help make our liturgies beautiful benefits everyone gathered for worship. One person responsible for the behind the scenes items helps all other ministers relax and enter into prayer.