

UCC COMMUNION SERVICE TASKS – (Short Version)

Before Coming to Church

1. Buy Wine and Grape Juice and bread, if bread maker has not supplied it
2. Cut on 1/8 inch slit on bottom of Bread

Before the Church Service

1. Put Grape Juice in squeeze bottle
2. Fill all the outside ring with Grape Juice 2/3 full
3. Put Wine in squeeze bottle
4. Fill remaining glasses in the tray 2/3 full
5. Put bread on the tray and cover it with napkin
6. Get our 3 empty Wine glass trays and cover them
7. Place empty trays on table by Choir Loft
8. Place chalice, covered with a napkin, on the altar

During the Service

1. During singing of Doxology bring Bread and Wine to the minister
2. Move over to table with empty glasses by the Choir Loft
3. When minister starts serving bread remove covers
4. Wait until Minister has turned the corner with the bread to start serving the wine
5. Follow with the empty tray to pick up cups (leaving some time – do not rush)
6. After first circuit refill tray to so that the tray is at least 2/3 full before the next round
7. When congregation has been served, kneel at the real and Minister will ser you
8. The Minister kneels and you will verve minister using the Chalice

After the Service

1. Take everything to the kitchen to clean
2. Throw away cups
3. Put the bread in Fellowship Hall for the children to eat
4. Wash, Dry, and put away all trays, squeeze bottles, and bread trays
5. If napkin is dirty, take it home to launder and return it to Church

Thank you for serving!

Call me if you have any questions, Kathy Kisabeth 227-3898