**The Holy Eucharist: Rite Two 10AM & Major Feasts**

**General notes:**

**All readings will be according to the 1979 Lectionary. Approved translations for readings will be KJV, RSV, or ESV. Rector will choose which is used for liturgy. Lectionary Readings will be posted on our website.**

**The Calendar used to determine Propers, Feasts, and Fasts will be the 1979 BCP augmented by Lesser Feasts and Fasts 2003. Additional days may be observed at the Rector’s discretion.**

**Properly the Bishop is the Chief Pastor of the Parish and, therefore, it is his right to serve as Principal Celebrant when present. The Rector is the Chief Liturgical Officer of the Parish, and when the Bishop is not present, he is privileged to be the Principal Celebrant. At the Rector’s pleasure assisting clergy may be invited to concelebrate, or serve as Celebrant, at any public service. At St. James we do not observe the Roman custom of a Mass for every priest. Following ancient custom, a priest meets his obligation by attending, in his proper order (vesting), and seated in choir.**

**Clergy will use vestments provided by the parish, if available, unless prior permission of the Rector is received. Using the parish’s vestments communicates that the priest is a part of the parish not apart from the parish. Vestments are not worn to show our individuality but to mask it.**

**Priest Celebrants will wear Cassock, Alb w/Amice, Rope Cincture, Maniple (if provided with set), Stole, and Chasuble. A Biretta is preferred but remains optional. Zuchetto may be worn if Biretta is not. Occasionally, a Cope may be worn for the Liturgy of the Word. In this case, Chasuble will be folded on the Altar Rail and donned at the Offertory.**

**All other priests, unless concelebrating, will be vested in Cassock, Surplice (Roman or Old English), and stole matching Celebrant, if available. With Rector’s permission personal stole may occasionally be worn. A Biretta is recommended but not required. Zuchetto may also be worn if Biretta is not.**

**For a “Sung Eucharist” the following service music will be included: Opening Acclamation, Collect for Purity, Gloria/Kyrie/Trisagion, Collect of the Day, Sursum Corda, Sanctus, Memorial Acclamation, Doxology, Lord’s Prayer, Fraction, and Dismissal. The Gospel will be sung only if the full service is sung.**

**A “Sung Eucharist” is to be the normative celebration on Sunday’s. Unless, circumstances or the Rector determine differently. If a Deacon is present, Deacon will perform all Diaconal responsibilities, including leading the Prayers of the People. If no Deacon is present, Celebrant will sing the Gospel, regardless of which priest is the homilist of the day.**

**For a “Spoken Eucharist” it is customary to not have music unless the Sanctus is sung. If the Sanctus is sung, then hymns may be added, and at minimum the Sursum Corda, Preface, and Doxology may be sung.**

**For a “Simple Eucharist” no music will be sung.**

**The Word of God**

**Ushers: Arrive 30-20 minutes before service. Ensure bulletins are correct for the Rite II service. Greet and count. If visitors, please ask them to fill out a card and hand it to the clergy as they leave or put in the offering plate. Invite them to Coffee Hour following. At 9:55 please ring bell.**

**Ushers: Arrive 30-20 minutes before service. Ensure bulletins are correct for the Rite II service. Greet and count. If visitors, please ask them to fill out a card and hand it to the clergy as they leave or put in the offering plate. Invite them to Coffee Hour following. At 9:55 please ring bell.**

**Verger: Arrive 30-20 minutes before service. Verger is responsible for, in charge of, the entire Altar Party for the day. Ensure Altar Party and Lectors are present and ready to serve. Call up replacements if needed.**

**Acolytes: Arrive 30-20 minutes early. Vest in cassock and cotta/surplice, and gather in the Sacristy for additional instructions. If no Verger, Thurifer oversees the Acolyte team for the day. If no Thurifer, Crucifer is in charge. Ensure you have everyone in place, and they know where to go. Please keep conversation and joking to a minimum as priest vests for service. Altar candles must be lit by 10 minutes before service time. The Rector prefers that Acolytes wear black cassock (if available).**

**Chalice Bearers: Arrive 30-20 minutes early. Vest and gather in Sacristy for additional instructions. Reader, please have practiced before Sunday. Be ready to substitute in for a Lector or Acolyte as needed. The Rector prefers that Chalice Bearers wear a black cassock and cotta/surplice.**

**Lectors: Arrive 15 minutes early. Ensure readings and prayers are in place. Prayers of the People formats can be found on the website.**

**After the Prelude altar party gathers for the procession. Thurifer brings censer to Celebrant who charges and blesses it. CB rings the sacristy bells when this is done. Ushers close the outer doors.**

**Procession begins on first sung verse of hymn. Leaving at least one full pew between them the order of procession is. (Leave more room if Thurifer is comfortable with fancy swinging).**

**Procession order:**

 **Verger**

 **Thurifer/Boat Boy**

 **Crucifer**

 **Torches (if used)**

 **Choir**

 **Chalice Bearers**

 **Verger**

 **Book Bearer**

 **Assisting Priest(s)**

 **Celebrant**

**Arrival at Altar**

**Verger gives a Solemn Bow and moves to position at the right side of the Altar Rail.**

**Thurifer proceeds to right side of the altar and faces center to await Celebrant. Boat Boy/Girl follows Thurifer and stands at the left hand.**

**Crucifer arrives at altar rail and is flanked by Torches. A pause is taken (5 seconds). Crucifer moves to place cross in holder on choir stalls and takes his/her place at designated seat near choir.**

**Choir please wait to enter the stalls until the Crucifer has stowed the cross.**

**Torches enter Sanctuary and place torches in stands. They move to their appointed seats.**

**Book Bearer enters Sanctuary and stands Gospel Book on the Altar. Proceeds to assigned seat.**

**Verger and Chalice Bearers flank Assisting Priest and Celebrant at Altar Rail. Celebrant should be in middle of Altar Rail. CB receives Celebrant’s Biretta. Looking thus:**

**---------------------------------- -------------------------------**

 **CB AP C CB V**

**They genuflect together. Verger and CBs proceed to their assigned seats. CB holds Biretta during the opening activities. Assisting Priest(s) proceeds to assigned seat(s).**

**Celebrant enters Sanctuary and reverences/kisses altar. Incense is prepared and the Altar is censed.**

**Thurifer then censes Celebrant with a triple double, takes thurible to sacristy, and returns to assigned seat.**

**Celebrant moves to center of the Altar and sings or says the Opening Acclamation.**

**The Celebrant faces the altar and sings or says the Collect for Purity**

**Celebrant remains facing the Altar for the Gloria/Kyrie/Trisagion.**

**Alternatively, censing may occur here if no processional hymn has been sung.**

**Turning to face the people the Celebrant says the Salutation.**

|  |  |
| --- | --- |
|  | The Lord be with you. |
| *People* | And also with you. |
| *Celebrant* | Let us pray. |

**The Celebrant turns to the Altar and sings/says the Collect.**

**The Lessons**

**Celebrant goes to his seat. CB returns Biretta to Celebrant. Altar party sits when Celebrant sits.**

**When all are seated, Lector proceeds to Lectern and reads the appointed Lesson. NB—please observe a period of silence between the end of the Lesson and “The Word of the Lord.”**

**After the Psalm, Chalice Bearer proceeds to Lectern and reads the appointed Lesson. NB—please observe a period of silence between the end of the Lesson and “The Word of the Lord.” Following the reading, CB stands at transept/first pew until the end of the Gospel. If no Book Bearer CB joins procession ahead of Celebrant.**

**During the Epistle the Thurifer goes to Sacristy to prepare the Thurible.**

**The Gospel Procession**

**As the Organist begins the Gospel Hymn/Acclamation Thurifer leaves Sacristy and brings Thurible to Celebrant. Celebrant makes incense. Thurifer goes to top of steps and faces Altar.**

**When Thurifer is in place Crucifer and Torches retrieve their implements and together move opposite Rector’s chair, turn and face the Altar with Torches flanking Crucifer.**

**At this time, Verger will approach preacher (if not Celebrant) and escort him to the center of the Chancel to await the procession. Both face Altar and give a solemn bow.**

**When appropriate Celebrant approaches Altar, genuflects, and retrieves book. Book Bearer joins Celebrant at Altar, and precedes Celebrant from the Altar. When they reach the Organ, all in the procession turn and begin to process, stopping at the halfway point of the Nave. Verger and preacher will “peel off” the procession at the bottom of the stairs, and Verger will escort preacher to the Pulpit. Verger will return to side of center aisle for the Gospel.**

**Thurifer stands to right and lets Crucifer and Torches pass. Crucifer continues one pew then turns to face the Altar. Torches turn and face each other across the aisle. Book Bearer turns and faces Celebrant.**

**Celebrant begins proclamation and takes thurible, handing it back when finished.**

**Book Bearer holds the Gospel book as still as possible.**

**At the Conclusion of the Gospel, Celebrant moves to his right as does Thurifer to allow Book Bearer to pass. Book Bearer, followed by Thurifer, Crucifer and Torches, leads procession to Altar where the Gospel is laid on the Altar. CB will follow torches. Verger will follow CB and return to seat. Crucifer and Torches repeat movement of Entrance. Thurifer returns thurible to Sacristy and goes to appointed seat.**

**The Sermon**

**The Sermon is an intrinsic part of the Eucharist and is a continuation of the Word of God. As such, it is properly proclaimed from the Pulpit. If for a crucial reason the homilist needs to proclaim the Sermon from the center aisle, permission of the Rector needs to be obtained.**

**Rector’s homiletical expectations:**

1. **The invitation to preach at the Eucharist is both an honor and a privilege. It is the proper duty of the Rector to preach at any celebration of the Eucharist, but he may accord the privilege to another member of the clergy at discretion.**
2. **The explication of the Gospel for the day shall be the primary focus of the Sermon. The other portions of the Propers may occasionally form the basis of the Sermon but should not be the “steady diet.”**
3. **The Sermon shall not exceed 10-12 minutes.**
4. **A written manuscript or outline shall be prepared. A Curate will provide the Rector with a copy of the manuscript/outline on Wednesday before preaching. This obligation may also be extended to other assisting clergy at the Rector’s discretion. This is for accountability to the preparation requirements and feedback.**
5. **While it is true that we preach “to” ourselves we must not preach “about” ourselves. Therefore, self-referencing is to be kept to a minimum. We are not the focus, the attention of the congregation should be drawn to Christ.**
6. **We do not remind people of what we have said in previous Sermons. If a point needs to be reiterated, simply say it again. Remember, we may have visitors and/or people watching online who have no history with us, and we do not wish to make it appear that there is “insider” talk, thereby reinforcing that that they are “outsiders.”**
7. **Sermons shall not be the place to preach about “pet issues” or secular holidays/observances. We will also not engage in either criticism of the Ordinary or partisan politics.**

*On Sundays and other Major Feasts there follows, all standing*

**The Nicene Creed**

**All that follows until the peace is lead from the foot of the Altar.**

**The Prayers of the People**

**At the conclusion of the Creed, Lector proceeds to Lectern for the Prayers of the People. Alternatively, the Prayers of the People may be led from the pew. The forms and suggested inclusions may be found on our website.**

**Confession of Sin**

**The Peace**

**All stand. The Celebrant says to the people**

|  |  |
| --- | --- |
|  | The peace of the Lord be always with you. |
| *People* | And also with you. |

**Then the Ministers and People may greet one another in the name of the Lord.**

**At this time Verger makes his way to the back of the Nave.**

**Birthday Blessings and Announcements are made.**

**Thurifer goes to Sacristy and prepares Thurible.**

**Celebrant gives an Offertory Sentence and returns to the Altar. At this time Thurifer enters the Sanctuary and stands at the right entrance of the Sanctuary.**

**Led by the Verger, Ushers bring forward the bread and wine for Communion unless they have asked others to do so, then they instruct them to come forward at this time. Ushers then begin to take up the offering. Chalice Bearer who has read the Epistle moves to center of rail to receive the gifts then turns and places them on the Altar. Return to place.**

**Celebrant sets the Altar.**

1. **Chalice Bearer places veiled Chalice and Burse on the Altar.**
2. **Chalice Bearer removes any items placed on the left side of the Altar as Celebrant prepares bread and wine.**
3. **Chalice Bearer then stands ready with water cruet, and after Celebrant adds water to the Chalice and Flagon, places Lavabo towel on left forearm, and takes bowl in left hand, ready to wash Celebrant’s hands.**
4. **When the Altar is set Thurifer brings Thurible to Celebrant. Incense is made and Celebrant censes the gifts and Altar. Thurible is returned to Thurifer who censes the Celebrant with a triple double. Chalice Bearer washes Celebrant’s hands and returns utensils to the Credence table.**
5. **Thurifer, after censing Celebrant, moves to entrance of Sanctuary and censes each group of servers with a single triple. Then moving to center of Chancel, censes choir and organist with a single triple each. Finally, moving to top of stairs, censes the congregation with a single triple, proceeding to Sacristy after to prepare Thurible for the Eucharistic Prayer (additional incense may be added during the Sursum Corda).**
6. **As the Altar is being censed, Ushers, led by the Verger, bring the offering to the first pew and remain standing through the censing. Upon the conclusion of all censing, they bring the offering to the Altar where Chalice Bearer will be standing to receive them. After giving to Chalice Bearer, Ushers close entrance and place kneeling cushion in gap. Verger remains with the Altar Party next to Torch Bearers.**

**The Holy Communion**

**During the Eucharistic Prayer, Altar party flanks the Altar at the first step.**

|  |  |
| --- | --- |
|  | The Lord be with you. |
| *People* | And also with you. |
| *Celebrant* | Lift up your hearts. |
| *People* | We lift them to the Lord. |
| *Celebrant* | Let us give thanks to the Lord our God. |
| *People* | It is right to give him thanks and praise. |

*Then, facing the Holy Table, the Celebrant proceeds with the Proper Preface*

It is right, and a good and joyful thing, always and every-
where to give thanks to you, Father Almighty, Creator of
heaven and earth.

**Thurifer returns with Thurible and kneels in center of entrance as Celebrant sings:**

Therefore we praise you, joining our voices with Angels and
Archangels and with all the company of heaven, who for ever
sing this hymn to proclaim the glory of your Name:

*Celebrant and People*

**During the Sanctus, Chalice Bearer or Torch rings the bells once each time Holy is sung. Thurifer censes Altar at the same time.**

Holy, Holy, Holy Lord, God of power and might,
heaven and earth are full of your glory.
    Hosanna in the highest.
Blessed is he who comes in the name of the Lord.
    Hosanna in the highest.

**Thurifer remains kneeling.**

**Others remain standing or kneel as they are able.** **The Eucharistic Prayer continues. Bells are rung once at the following locations in each Eucharistic Payer…**

 **A—“a perfect sacrifice for the whole world”—ring**

 **B—“out of death into life”—ring**

 **D—“the sanctification of all”--ring**

On the night he was handed over to suffering and death, our Lord Jesus Christ took bread; and when he had given thanks to you, he broke it, and gave it to his disciples, and said, "Take, eat: This is my Body, which is given for you. Do this for the remembrance of me." **Chalice Bearer/Acolyte, bells are rung three times, one each at the Solemn Bow/Genuflection, Elevation, Solemn Bow/Genuflection. Thurifer, Gifts are censed continuously.**

After supper he took the cup of wine; and when he had given thanks, he gave it to them, and said, "Drink this, all of you: This is my Blood of the new Covenant, which is shed for you and for many for the forgiveness of sins. Whenever you drink it, do this for the remembrance of me." **Chalice Bearer/Acolyte, bells are rung three times, one each at the Solemn Bow/Genuflection, Elevation, Solemn Bow/Genuflection. Thurifer, Gifts are censed continuously.**

**At the Conclusion of the Eucharistic Prayer (Doxology), Thurifer censes the gifts continuously. Chalice Bearer/Acolyte: Bells are rung after the final AMEN as the Celebrant gives a Solemn Bow/Genuflection.**

**Thurifer leaves entrance of Altar as the Lord’s Prayer begins. All who are kneeling stand.**

**At Communion:**

 **Celebrant communes followed by Assisting Priest**

 **Celebrant communes all with the Host.**

**Celebrant communes all with the Chalice. After receiving the Chalice, Chalice Bearer who assisted with setting the Altar retrieves second chalice, and while Celebrant is communing the opposite side, places it on the Corporal.**

**After communing the second Chalice Bearer, Celebrant delivers chalice into their hands with Purificator. Chalice Bearer remains standing in place.**

**Celebrant then prepares Paten/Ciborium for Assisting Priest.**

**Celebrant prepares second chalice and hands to Chalice Bearer with Purificator. They remain in place.**

**Celebrant then delivers Paten/Ciborium to Assisting Priest.**

**As all are now holding the Body and/or Blood of Christ and having received the Sacrament, there is no need to bow or genuflect. The only person behind the Altar at this point is the Celebrant. When the Celebrant moves all make their way to their station for serving Holy Communion.**

**Ushers—as soon as the Invitation is given, please proceed to have congregants make their way forward. There is no need to wait for the clergy/altar party to receive communion.**

**Choir—As soon as the Celebrant give the invitation, please proceed to the altar rails.**

**Ushers should also be prepared to signal clergy to commune those who cannot ascend the stairs.**

***The Bread and the Cup are given to the communicants with these words***

**The Body (Blood) of our Lord Jesus Christ keep you in
everlasting life. [*Amen.*]**

***or with these words***

**The Body of Christ, the bread of heaven. [*Amen.*]
The Blood of Christ, the cup of salvation. [*Amen.*]**

**After Communion—**

1. **Ushers pull cushion and open the Sanctuary chain.**
2. **Chalice Bearers consume chalices at front center of the Altar and place on the Corporal. Then proceed to places. Try to do this together.**
3. **Assisting Priest places Ciborium on the Corporal.**
4. **Celebrant consumes or reserves extra Hosts as needed and consumes remaining wine.**
5. **Chalice Bearer who assisted with setting Altar assists with Ablutions.**
	1. **Have wine ready.**
	2. **Pour 1oz wine into Flagon when asked.**
	3. **Receive and move to Credence Table any items placed on the left side of Altar.**
	4. **Be ready with cruets of wine and water. Wine should be in left hand and water in right. When Celebrant presents chalice, simultaneously pour 1/2oz water and wine over his fingers. Wipe cruet spouts on Purificator. Return cruets.**
	5. **Receive second Chalice and Stack and place on Credence Table.**

**After Ablutions are finished all stand and flank Altar for Post Communion Prayer and Blessing. Thurifer should be standing next to Organ at this time with Thurible ready for incense.**

**Following the Blessing the Recession will form.**

**Recession order:**

 **Verger**

 **Thurifer/Boat Boy**

 **Crucifer**

 **Torches (if used)**

 **Choir**

 **Chalice Bearers**

 **Book Bearer**

 **Assisting Priest(s)**

 **Celebrant**

**Verger takes position at foot of stairs and faces Altar.**

**Crucifer retrieves cross and stands midpoint in the Chancel facing Altar.**

**Torches retrieve torches and flank Crucifer.**

**Chalice Bearers move through entrance and stand facing altar. Leaving space for Clergy and Book Bearer.**

**Assisting Priest takes position, followed by Celebrant. Celebrant should be in middle of Altar Rail.**

**Altar Party genuflects and turns to right to face congregation.**

**Thurifer brings Thurible to Celebrant and incense is made.**

**Thurifer immediately begins to lead procession, all follow in assigned positions.**

**After the closing hymn the Celebrant will give the Dismissal and pray the Sacristy prayer.**

**All servers may depart. Thurifer/Crucifer ensures that candles are extinguished.**

**Ushers: remain to ensure congregation can depart safely and to introduce the clergy to any visitors present. Head Usher for the day finds a Vestry member to ensure the offering is bagged/locked and delivered to the Treasurer’s Office.**

**Acolytes ensure implements are replaced and vestments are returned to hangers. If any items need cleaning or attention, please let a member of the Altar Guild know.**

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 A A

Lighting Candles with one Acolyte.

Torches lit last if not used in procession

8 7

6 4 2 1 3 5

 A

Entry and Seating

 G

CB

TB

TB

Associate’s

Chair

Rector’s

Chair

TH

V

CB

CEL

BB

C

T

T

V

TH

CR

TB C TB

Choir

CB CB

AP

Cel

Gospel Procession

CB

TB

TB

Associate’s

Chair

Rector’s

Chair

TH

V

CB

CEL

BB

C

 BB C

Preacher

V

TB C TB

TH

Recessional

CB

TB

TB

Associate’s

Chair

Rector’s

Chair

TH

V

CB

AP

BB

C

Cel

 TH (2)

 V

CB(2) AP(2) C(2) CB(2) V(2)

TB(2) C(2) TB(2)

 TH (1)

TH (3)

V(3)