Policy on the Preparation and Commissioning Readers and Extraordinary Ministers of Holy Communion
Effective 2005

In order to serve the needs of the people of God in the Diocese of Austin and to be responsible stewards of the gifts given to the Diocese, the Diocese of Austin issues the following policy:

INTRODUCTION

The Constitution on the Sacred Liturgy of the Second Vatican Council calls for the “…full, conscious and active participation of the faithful in the liturgy” (#14). The introduction of the laity into the ministry of Reader and Extraordinary Minister of Holy Communion is one way to support this goal. The lay people have historically been active as ushers and altar servers, but even these liturgical roles are given more attention and welcome participation.

The following qualifications for Liturgical Ministers are offered as a guideline in assisting the pastor and his staff in encouraging and supporting people in these ministries. Specific attention is given to the Extraordinary Ministers of Holy Communion.

QUALIFICATIONS OF EXTRAORDINARY MINISTERS OF HOLY COMMUNION

Those who assist with the distribution of Holy Communion at mass and/or bring Holy Communion to the sick in hospitals, nursing homes or their own homes should meet the following qualifications for this ministry:

- be fully initiated and practicing members of the Catholic Church;
- attend Mass regularly;
- give positive witness to the Christian life;
- have a knowledge of the Order of the Mass;
- show reverence for the sacredness of the Body and Blood of Christ by their manner of dress and decorum while assisting at liturgy;
- be fully aware of the manner of preparation, distribution and disposition of the Body and Blood of Christ;
- participate in a training program for communion ministers;
- be approved for commissioning by the Diocese of Austin;
- be commissioned at a parish liturgy.
QUALIFICATIONS FOR READERS/LECTORS

- be fully initiated and practicing members of the Catholic Church;
- men and women, youth and children may be prepared for this ministry
- attend Mass regularly;
- give positive witness to the Christian life;
- have a knowledge of the Order of the Mass;
- be able to proclaim the Scriptures at Mass;
- be willing to prepare the readings through prayer, study and practice;
- be able to accept with conviction the words and prayers being offered;
- participate in a Lector training program provided by the parish.*

BLESSING OF READERS

The Order for the Blessing of Readers is found in the Book of Blessings #1827 Chapter 61. This blessing is for parish readers who have the responsibility of proclaiming the Scriptures at Mass and other liturgical services.

* If no program is available, please contact the Worship Office for assistance.

** The pastor submits a list of the names of those persons who have been prepared as qualified Extraordinary Ministers of Holy Communion at Mass and to the Sick to the Worship Office Director, Diocese of Austin. A letter will then be sent to the Pastor asking him to commission those ministers for a period of two years. The Commissioning of Extraordinary Ministers of Holy Communion is found in the Book of Blessings Chapter 63. A form is provided for your convenience.
RETURN THIS FORM TO:
Vicar General’s Office, Attention: Janice Ingram
Diocese of Austin, 6225 E US 290 HWY SRVD EB, Austin, TX 78723
Fax: 512-949-2524 Email: janice-ingram@austindiocese.org

EXTRAORDINARY MINISTERS OF HOLY COMMUNION

The people listed below are recommended to be commissioned for a two-year period as Extraordinary Ministers of Holy Communion at mass and/or for Visitation of the Sick. They have received sufficient preparation for this ministry. After their commissioning, these ministers will distribute Holy Communion at Mass or bring Communion to the sick as indicated below.

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<thead>
<tr>
<th>Name</th>
<th>Mass</th>
<th>Sick</th>
<th>Date of Most Recent Background Check</th>
<th>Date of Most Recent EIM Workshop *</th>
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* If new applicant who has not yet completed a workshop, indicate date the applicant is registered to attend one (must be no later than 60 days after filing EIM application).

Please use additional sheets for names as needed. 10/2019