

# Worship Leader Description: Acolyte

Thank you so much for volunteering to be an Acolyte at Messiah Lutheran Church! What follows is a brief description about the duties of an acolyte:

## Before Worship

- Be sure to check calendar in the narthex to see what days you have been scheduled for. **If you cannot make those days, please let the Parish Administrator know as soon as possible so she can alter the schedule.** If you know you cannot be available on specific a day before a new calendar is released, please let the Parish Administrator know. **Please only contact the pastor in case of a Sunday morning emergency via text.**
- Pay attention to the weekly worship update emailed out by the Parish Administrator.
- Please **arrive by 9:45am** and check with the pastor about what needs to be worn, what candles need to be lit and if there are any special things to be aware of in the service.

## During Worship

- Once the Parish Musician/ Cantor begins to play **at 10:00am during our meditation time, please quietly light those candles.** Tapers can be found by the ushers desk and an usher will light the taper for you.
- Remember to keep the wick end of taper pointing up when you're walking.
- Upon approaching the altar, bow slightly and pause long enough to offer a brief prayer such as, "Jesus is the light of the world. Amen."
- Light the candle on your right first, then the left, and then any other candles that are to be lit. Return to the center and pause.
- When lighting candles, point the wick end down into the top of candles; lift both arms above you to raise the lighter so it is as near horizontal as you can; hold it firmly with higher hand, use hand at base of lighter to move wick end.
- Place candle lighter in corner by the tall window behind the altar and proceed to your seat.
- Follow along with the worship service. The leader guide has special instructions in red.
- Please come to be served Holy Communion during the "Lamb of God" song and then hold the grape juice chalice on the far right of the communion line.
- During closing hymn, after the other worship leaders finish recessing, go to get the taper to extinguish the candles.
- Candles are extinguished in reverse order as they are lit: at the altar, start on the left as you leave. **Do not bring bell of snuffer too far down – this can damage the wick.**
- Walk down center aisle to return taper to its place.

## After Worship

- **If the taper wick is too short for another day's use, please let the Altar Guild know.**
- Please return your alb/cross, etc. to the Acolyte Closet and let the Altar Guild know if something is in need of repair or cleaning.