

- *Oblations bearers move to the lectern side of the chancel. A minister will give a liturgy to each oblations bearer. Stand at the lectern side, with the ministers, during the Great Thanksgiving and until communion is served. Oblations bearers are served first by ministers. ??*
- After receiving communion, oblations bearers return to their seats.

D. Media Guild Sound Booth –

- Arrive early and check sound and all microphones.
- Test settings with music director and choir.
- Check power point and other media being used to ensure they all work

E. Choir/Music Ministry Information

Rehearsals: Monday evening at 6:00-7 and 7:00-8:00 P.M. in Sanctuary

Warm-Ups: Sunday morning at 9:00 A.M. in Sanctuary

***Special rehearsals (marathons) will be scheduled when needed to learn new music and ensure ample rehearsal time occurs (Christmas, Holy Week, Special Events).**

- It is required that all members of the choir attend Wednesday evening rehearsals. If there are extenuating circumstances, notify the Music Director immediately.
- Responsibilities when absent from rehearsals or warm-ups:
 - When missing rehearsals, make sure you have the music and know your parts. Hymns may be found in Planning Center/Realm or through Music Director.
 - When missing or late to warm-ups, please warm up voices.
- Note: When singing anthems that have required practice with blending sounds and knowing music, please opt out of singing unless you truly know your parts. Discuss with Music Director.
- Prior to services:
 - 10-15 minutes vest
 - Five minutes prior to service, meet at bell tower to pray with priest and prepare for processional.
 - In pairs, follow the crucifer, when arriving at the rail, bow to altar, separate. Those on the right, go to the ramp on the Epistle side; those on the left go up the ramp to the Gospel side.

- Choir communion will be giving prior to the congregation. While communion is distributed to the servers/LEMS, etc., choir lines up at the rail for communion by reversing the direction from the processional; after communion is received, the choir reports back to seats.
- When to stand/sit:
 - Whenever congregation stands, stand.
 - Whenever congregation kneels, kneel or be forward in seat.
 - Offertory: stand
 - Communion hymns: sit
- Choir follows the music director regarding standing cues, closing music after anthems, and cutting off notes together; they should also be facing in same direction at the same time.
- After the service when an anthem has been sung, the choir will return the anthem to its folder on the piano in Room 2.
- Vestments:
 - Vestments will be collectively dry cleaned prior to the Christmas and Holy Week services.
 - Vestments are to be kept at the church, unless otherwise directed. If cleaning needs to occur at other times, please see the choir director to arrange.
 - Choir vests fifteen minutes prior to service and returns robes to Room 2 immediately after the service. *Please get food after returning vestments.*
 - Please hang them properly and neatly on the hangers.

F. FOR READERS/LECTORS Before the service:

- Look over the readings before Sunday: identify any difficult phrases or hard to pronounce words in advance and practice the readings a few times.
- Please arrive at least 20 minutes before the service you will be reading at in order to check in with the Deacon and participate in the prayers before worship in Room 1.
- When you arrive, check in with the Deacon to confirm that you have the correct lessons, receive any additional special instructions about the service. If you have any questions about the reading, ask the Deacon.

Please be in Room 10 minutes before the service begins in order to pray with the other worship leaders. Following the prayers, go sit in the congregation.

At the time of the Readings:

The First Lesson

- When you approach the ambo, adjust the microphone to your height.