

Beaumaris Uniting Church - St. Martin's

ROSTERED COMMUNION ELDER'S DUTIES

- ❖ Be present 15 minutes prior to time of commencement of service and inform Duty Elder of your arrival.
 - If unable to be present arrange for a replacement.
 - If possible, alter the Notice Board accordingly and notify the Duty Elder.
- ❖ Come forward to the communion table when invited by the Minister and serve the communion elements in the manner requested by the Minister presiding.
- ❖ Communion elements are left on the table and cleared away as soon as the service is over.
- ❖ Wine glasses are collected. Currently they are placed in baskets after use
- ❖ The communion table is tidied up,
 - The table linen is handed to the member responsible for its laundering as and when appropriate, and,
 - when returned, the linen is placed in its box
 - and then into the cupboard in the vestry.
- ❖ When washed,
 - the glasses are replaced in their trays,
 - the washed chalice and plates in their bags,
 - and then likewise placed in the cupboard in the vestry.
- ❖ **Please note: any leftover bread is to be discarded.**

October, 2016