

Dear Lectors and Eucharistic Ministers for St. Patrick's Church

**As Lectors and Eucharistic Ministers
you have a number of important responsibilities:**

- 1. You are responsible to serve at your scheduled Mass.**
- 2. If you are not able to serve at your scheduled Mass, then it is your responsibility to find someone to fill in for you.**

A list of the phone numbers and emails for all active Lectors and Minister will be in the parish office.

Your contact information will NOT be posted on the web site.

The list will also be sent by email.

NOTE: The assigned POSITIONS - SEE THE DIAGRAMS on the next page.

- 3. Whenever you attend Mass, please be ready to assist the Priest.**
 - 4. When you assigned as a Minister – please sit in the first Pew on Left hand side of the Church. This will help other Ministers to know that they will need to fill in!**
- Schedules are not mailed to your home.**
 - If you don't have email, then please pick up a copy of the schedule from the Parish office.**

The next full schedule will cover July 9, 2017 to September 24, 2017

Please return your contact information sheet before June 18, 2017.

Please let me know the dates that you will not be able to serve.

Please alert me when you change your email address.

This schedule will only cover the first six weeks:

April 2, 2017 and then

April 23, 2017 to May 21, 2017

Then the second six weeks:

May 28, 2017 to July 2, 2017

Best Regards, Alfred Vachris

Alfred Vachris - Email: alfred.vachris@gmail.com

Phone :(631) 673-4183

244 Southdown Road, Huntington NY 11743-1719

Special note the Extraordinary Ministers:

You are part of the Ministry because you have been selected by the Pastor.

You don't need to be listed on the schedule in order to serve.

Whenever you attend Mass be attentive to the needs of the Priest.

If more ministers are required to help with Communion – PLEASE Walk UP!

Thanks. Alfred

Special note to the Lectors:

When you need me to find someone to cover your assignment

– PLEASE SEND a separate email with your request.

If you tack it on as a reply to some other email

– I may miss your request.

Thanks. Alfred

Instruction for filling out the contact information sheet:

First – Provide your current Name, Address and Phone number and a valid email address (if you have email).

Be sure to tell me when you change your email service!

Second - Determine the number of assignments would you like to have during the twelve week scheduling cycle. Most people choose 4 to 6. Include a note if you are available to take more assignments.

However, asking for more assignments will not necessarily give you more assignments, because the assignments are filled by a computer system. And the number of assignments that you receive is dependent upon the number of people who want to serve at a particular Mass. Signing up for different Mass times can potentially increase your number of assignments.

**If you want to increase your number of assignments
add to your list of preferred Masses.**

If you serve as both a Lector and a Eucharistic Minister, then you need to specify the number of assignments you would like to have for each ministry.

Third – Select the Mass times that that you can cover. You should choose at least 3.

Fourth - Distribute the number of assignments that you would like to have over the list of Mass Times.

The scheduled applies to the following Mass Times:

Saturday-5:00 PM

Sunday-7:30 AM

Sunday-8:45 AM

Sunday-9:30 AM

Sunday-10:00 AM

Sunday-11:30AM

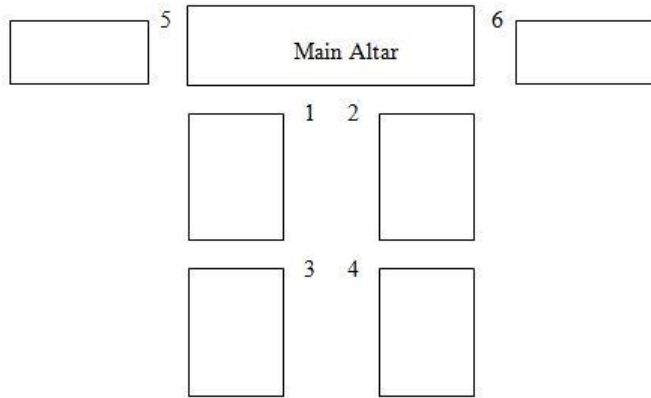
Sunday-12:45 PM

Please consider signing up for the Sunday-12:45 PM Mass

For Mass in the upper Church - when five Ministers are not present then Stations 1, 2, 3 and 4 should be covered before Stations 5 and 6.

The 5:30 PM Mass assignments are scheduled by the Youth Ministry.

Positions for the Upper Church



9:30 Mass

