

# Serving Communion Procedures for Deacons

1) Meet in Deacon/Elder room (narthex) at 10:35 for prayer.

2) Line up for procession into Sanctuary:

- Elders and Deacons line up into 2 columns.
- First person in each column is an elder followed by 4 deacons.
- The left column sits and serves the left (North) side of church and the right column sits and serves on the right (South ) side of the church.
- The first Deacon in each row serves Balcony.
- The second Deacon in each row serves outside isles
- The third Deacon in each row serves inside isles
- The forth Deacon in each row serves Choir.
- The Elder will lead his/her Column into the sanctuary and stand in isle next to pew the first deacon leads the rest of their column
- Deacons are now inverted for offering and follow regular worship practice until offering.
- Remain standing until the pastor sits.

3) Offering:

- Elders and Deacons rise on cue from pastor during/after the "Call to Commitment" and follow elder to communion table in order and face congregation.
- Elders hand Deacons offering plate in order starting with Balcony deacons.
- Once all deacons have their offering plate Deacons disperse to collect offering. while elders remain at table.
- Deacons meet after collection in the narthex and give their plate to Deacons serving the choir.
- Deacons then line up behind Choir Deacon with plates similar to the initial procession into the Sanctuary with the only exception of the Choir Deacons now in front with offering plate.
- Choir Deacons wait for Doxology to play then lead the rest of the deacons into the Sanctuary.
- The Choir Deacons hand the offering plates to the Elders while the rest of the deacons return to pews in order with the Balcony Deacon leading.
- Choir Deacons return to pew after handing offering plates back to Elders.
- Deacons remain standing in pew until after the "Prayer of Dedication" Elders remain at the table.

4) Communion:

- Deacons and Elders stand at the end of the second to last verse of the "Communion Hymn"
- Choir Deacon leads to the communion table same as for offering.
- Elders will serve Deacons the Body of Christ in order starting with the Choir Deacon (closest to the Communion table). After the Balcony Deacon has taken the Body of Christ they will take the bread tray from the Elder.
- Elders will distribute the bread trays in order starting with outside Choir Deacons working back to Outside isle Deacons.
- Elders will serve the Blood of Christ in order starting with the Choir Deacon (closest to the Communion table). After the Balcony Deacon has taken the Blood of Christ, they will take the juice tray from the Elder.
- Then the Elders will distribute the juice trays in the same manner as bread trays.
- Once all trays are distributed the Choir Deacons will serve the Elders the Body and Blood of Christ while the pastor serves himself from the table.
- After Elders are served Deacons disburse to distribute communion to congregation.
- Deacons will meet in Elder/Deacon room (narthex) and stack communion trays on bench seats. At this time Deacons (except Choir Deacons) are done with their service.
- Choir deacons will retain their trays and line up to proceed back into the sanctuary.
- Once all members have been served communion, Choir Deacons proceed into sanctuary and give their trays to elders then return to their pew with the Elders and have a seat until the Choral Response.