

# **St. Martin's Uniting Church, Beaumaris**

## **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.

November, 2007