

Roman Catholic Diocese of Portland

# *Sunday Celebrations in the Absence of a Priest*

Training for Leaders of Prayer  
PART 2: How to Lead SCs



December 2020 - 1





## Recap of Part 1

- Sunday is the Lord's Day when the Church does her public work of worship (liturgy)
- SCs are a way for Catholics to respond to God's call to worship on Sunday when a priest is not available to celebrate Mass on a specific weekend in parish
  - Differences and similarities between the two liturgies of Mass and SCs matter!
  - Deacons or appointed lay people serving as leaders of prayer for SCs follow the official ritual
  - Assembly, readers, extraordinary ministers of communion, ushers, musicians serve in usual liturgical roles



# Roles within SC liturgy

- See page 19 of Study Edition

## SUNDAY CELEBRATIONS IN THE ABSENCE OF A PRIEST

Celebration of the Liturgy of the Word  
with Holy Communion

*annotated study edition for personal use only*



Roman Catholic Diocese of Portland  
November 2020



December 2020 - 3

## Roles and Responsibilities

### Sunday Celebrations in the Absence of a Priest: Celebration of the Liturgy of the Word with Holy Communion

#### Assembly

- Full, conscious, and active participation

#### Ushers

- Distribute prayer guides as people arrive
- Collect the monetary offerings during Announcements, bring to altar
- Secure funds collected in usual manner

#### Deacon or Layperson Serving as the Leader of Prayer

- Prepare vessels and credence table for distributing Communion
- Place corporal on the credence table before liturgy begins
- Introduction
- Greeting
- Collect
- **DEACON ONLY: Gospel/Homily**
- Introductions of Profession of Faith
- Introduction/Closing to the Prayer of the Faithful
- Communion Rite
- Introduction to the Our Father
- Invitation to Communion
- Purify vessels used for Communion
- Prayer of Thanksgiving (if recited)
- Concluding Rite
- Introduce Collection (if included)
- Prayer for the Vocation to Priesthood
- Blessing
- Invitation of the sign of peace
- **DEACON ONLY: Greet assembly at the main doors as they leave the celebration**

#### Extraordinary Eucharistic Minister/Sacristan

- Assist with preparing vessels for distribution (if needed)
- Retrieve the Blessed Sacrament from the tabernacle, if located in a different place than within the worship space
- Distribute communion

#### 1<sup>st</sup> Reader and/or 2<sup>nd</sup> Reader

- Old Testament reading (New Testament reading during the Easter season)
- New Testament reading
- Prayer of the Faithful
- Announcements (during the collection)

#### Associate Lay Leader of Prayer

- Proclaim the Gospel reading (when there is no deacon present)
- Read the homily prepared by the pastor or the designated reflection

#### Music Leader

- Psalm (if sung)
- Gospel Acclamation
- Communion Hymn
- Prayer of Thanksgiving (if sung)
- Instrumental during collection (optional)
- Instrumental at the sign of peace OR sing a concluding song

# OBJECTIVES

Through this training future SC leaders of prayer will:



- Clarify initial questions about how to lead an assembly in a Sunday Celebration in the Absence of a Priest (SC)
- Identify similarities and differences between when a deacon and lay person leads an SCs

# Clarify your questions





# Liturgical Terms

[https://portlanddiocese.org/sites/default/files/2024-06/SC\\_Leader\\_LiturgyTerms\\_Nov2020.pdf](https://portlanddiocese.org/sites/default/files/2024-06/SC_Leader_LiturgyTerms_Nov2020.pdf)

## Guide to Liturgical Terms in SC Ritual

ambo



podium usually only used during the Liturgy of the Word, usually a permanent or substantial furnishing in the sanctuary

Book of the Gospels



liturgical book composed of the Gospel readings assigned for each Mass; only deacons can use during a SC liturgy

ciborium



covered vessel used to hold consecrated hosts reserved in the tabernacle and for distribution during the Communion Rite

corporal



white linen cloth that unfolds from a small square to a larger cloth that is laid flat on the altar where the Blessed Sacrament will rest whenever outside the tabernacle

credence table



small table in or near the sanctuary that holds the corporal and other items needed for the Communion Rite

lectern



minimal podium used to hold the ritual text for the leader of prayer

lectionary for Mass



liturgical book composed of the scripture readings and the responsorial psalm assigned for each Mass of the year (Sundays, weekdays, and special occasions)

liturgical greeting

**Deacon:** The Lord be with you.  
**All:** And with your spirit.

paten



plate or shallow bowl to hold consecrated hosts for distributing Communion

purificator



linen cloth napkin used to wipe Communion vessels

purify vessels used for communion



leader of prayer places uncovered ciborium on corporal on altar, tilts empty paten over ciborium then wipes around the inside of the vessel to ensure any remnant of the Blessed Sacrament is transferred to ciborium and reserved in the tabernacle. Move used purificator and empty paten to credence table as clear altar

sanctuary



area in worship space surrounding the altar, usually includes ambo, seating for the priest and deacon; area often elevated

Roman Catholic Diocese of Portland - Sunday Celebrations in the Absence of a Priest Leader of Prayer Training - November 2020



# What a leader of prayer does

<https://portlanddiocese.org/sites/default/files/2024-06/SCs-Deacon-LayLeader-Compare.pdf>



December 2020 – updated link June 2024- 7



## SUNDAY CELEBRATIONS IN THE ABSENCE OF A PRIEST

### What a Leader of Prayer Does

In a *Sunday Celebration in the Absence of a Priest (SC)* who leads a particular element of the liturgy and how it is done differs whether led by one deacon or two laypeople. The chart indicates similarities and differences in the elements and leadership responsibilities for SCs between deacons and laypeople.

### Similarities & Differences in Leading SCs

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	COMMUNION RITE		
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	CONCLUDING RITE		
	D	L1	L2
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D = Deacon (vested, sit in sanctuary)

L1 = Primary Layperson (Sunday best, sit in front pew)

L2 = Associate Layperson (Sunday best, sit in front pew)

November 2020

# Differences when deacon or laypeople lead SC

## 1 Deacon

- Alb, stole, dalmatic(optional)
- Sit in usual chair in sanctuary
- Proclaims Gospel: uses greeting “The Lord be with you...”, may read from the Book of the Gospels, prepares and delivers homily
- During Concluding Rite blesses assembly with Sign of the Cross; may greet at main door afterwards

## 2 Formally-Appointed Laypeople

- Sunday best
- Sit in first pew of assembly with easy access to sanctuary: one ambo side, one presider side
- Proclaims Gospel: omits liturgical greeting “The Lord be with you..”, reads from the lectionary, reads pastor-designated reflection
- During Concluding Rite offers blessing prayer with no gesture

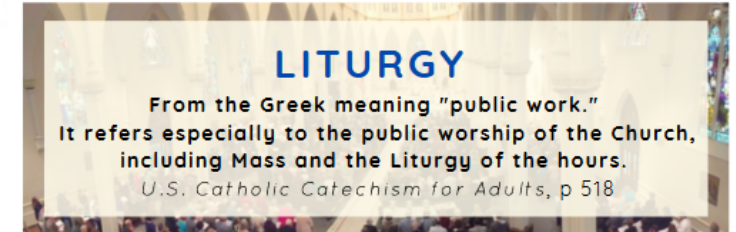


# Tips for leading liturgical prayer

<https://portlanddiocese.org/sites/default/files/2024-06/SCs-Leader-Tips.pdf>



## SUNDAY CELEBRATIONS IN THE ABSENCE OF A PRIEST *What a Leader of Prayer Does*



### Tips for Leading Liturgical Prayer

#### Do everything in a spirit of prayer

- Ground yourself in the liturgical principle *lex orandi lex credendi lex vivendi* that translates *As we pray so we believe; as we believe so we live*
- Cooperate with the Holy Spirit and the whole community to lift hearts and minds to the glory of the Most Holy Trinity

#### Be an example of reverence

- Solemn bow toward the altar
- Genuflect toward the tabernacle
- Keep an unhurried pace
- Speak clearly with appropriate emotion and inflection
- Include silence

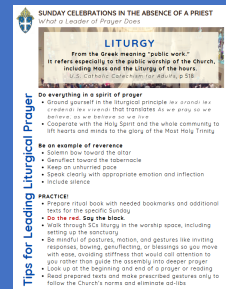
#### PRACTICE!

- Prepare ritual book with needed bookmarks and additional texts for the specific Sunday
- **Do the red. Say the black.**
- Walk through SCs liturgy in the worship space, including setting up the sanctuary
- Be mindful of postures, motion, and gestures like inviting responses, bowing, genuflecting, or blessings so you move with ease, avoiding stiffness that would call attention to you rather than guide the assembly into deeper prayer
- Look up at the beginning and end of a prayer or reading
- Read prepared texts and make prescribed gestures only to follow the Church's norms and eliminate ad-libs

August 2020



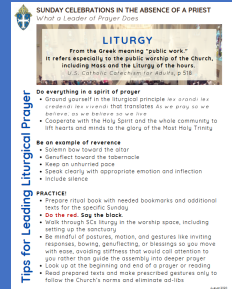
# Do everything in a spirit of prayer



- *Lex orandi lex credendi lex vivendi*
- Worshipping among the Communion of Saints – cooperate with the Holy Spirit and whole community
- Gestures appropriate to what doing
  - “hands extended” = *palms-up-and-out about chest height and shoulder width* (symbolizing lifting prayers to God along with the community)
  - Deacon only can bless the people in an SC liturgy *palms-over-and-above while making Sign of the Cross* (symbolizes calling down God’s blessing in the name of the Church)



# Be an example of reverence



The leader of prayer sets and “holds” the environment focused toward Christ

- Solemn bow toward the altar/genuflect toward tabernacle
- Unhurried pace
- Clear speaking with appropriate emotion and inflection
- Silence is a form of prayer

# Gestures and silence

## Sign of the Cross & Greeting

*All stand. The Deacon or lay leader of prayer, making the sign of the Cross, sings or says (adapted from nn. 187-188):*

**Leader:** †In the name of the Father, and of the Son,  
and of the Holy Spirit.

**All:** Amen.

**Leader:** Grace and peace to you from God our Father  
and from the Lord Jesus Christ.

Blessed be God for ever.

**All:** Blessed be God for ever.

## Opening Prayer

*The Opening Prayer follows. The Deacon or lay leader of prayer invites the liturgical assembly to pray, saying (adapted from n. 189, A-C):*

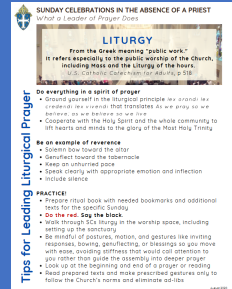
**Leader:** Let us pray.

*All present pray in silence for a short time. Then the Deacon or lay leader, with hands extended, says the prayer that follows, according to the proper time [liturgical season] of the year. At the end of the prayer, the liturgical assembly responds:*

**All:** Amen.



# Practice

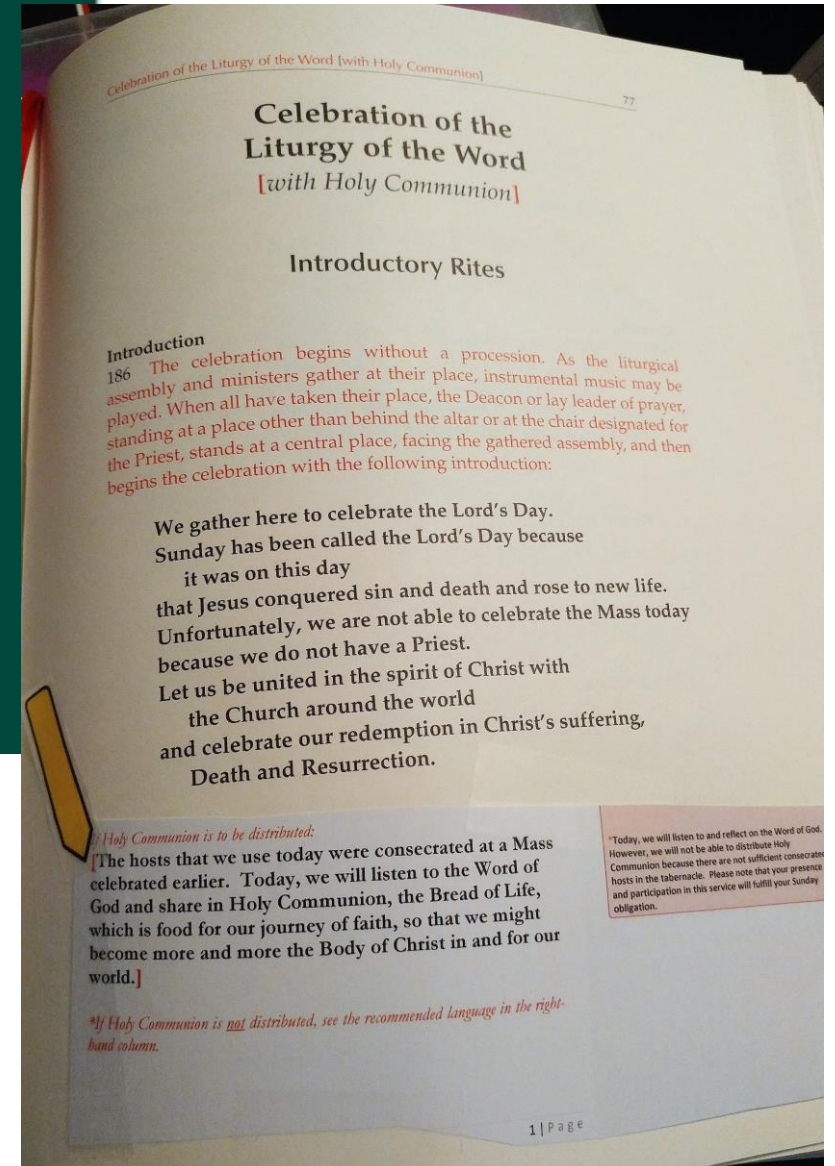
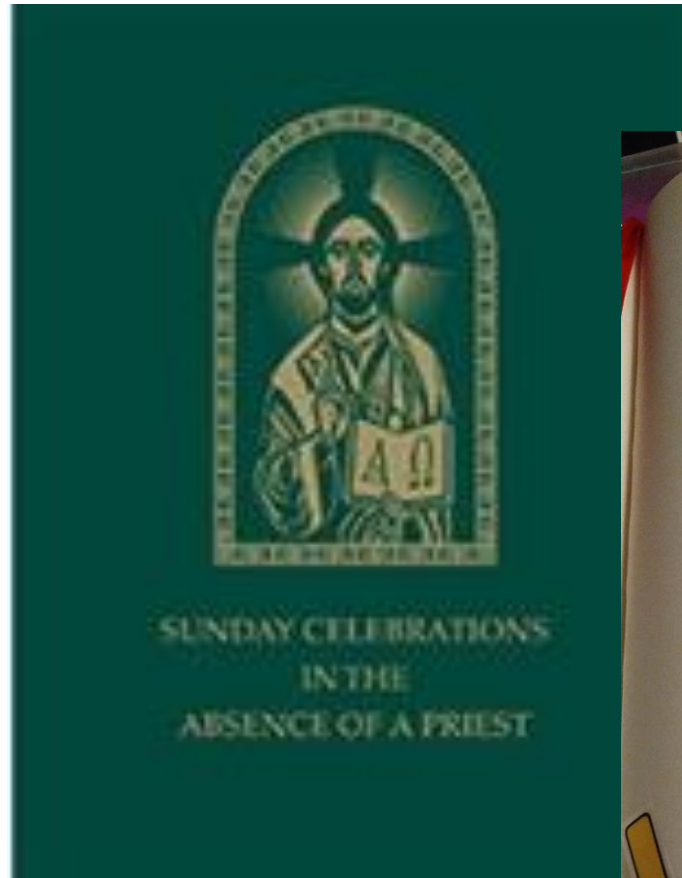


- *Do the red. Say the black.* Red cross † indicates making the Sign of the Cross
- Prepare the ritual book
  - Approved SC liturgy starts on page 77 of 2012 English ritual book
  - Clearly mark where to look on page, especially where options are provided
  - Nothing hanging out other than ribbons
- Make gestures appropriate to what doing to keep focus on Christ and minimize confusion between ordained and lay leaders of prayer
  - Laypeople: *palms-up-and-out* (invitation to join in lifting prayers to God)
  - Priest or Deacon: *palms-over-and-above* (calling down blessing on the assembly)
- Do not add things to ritual!
- **Never add unconsecrated hosts to a ciborium in the tabernacle!**



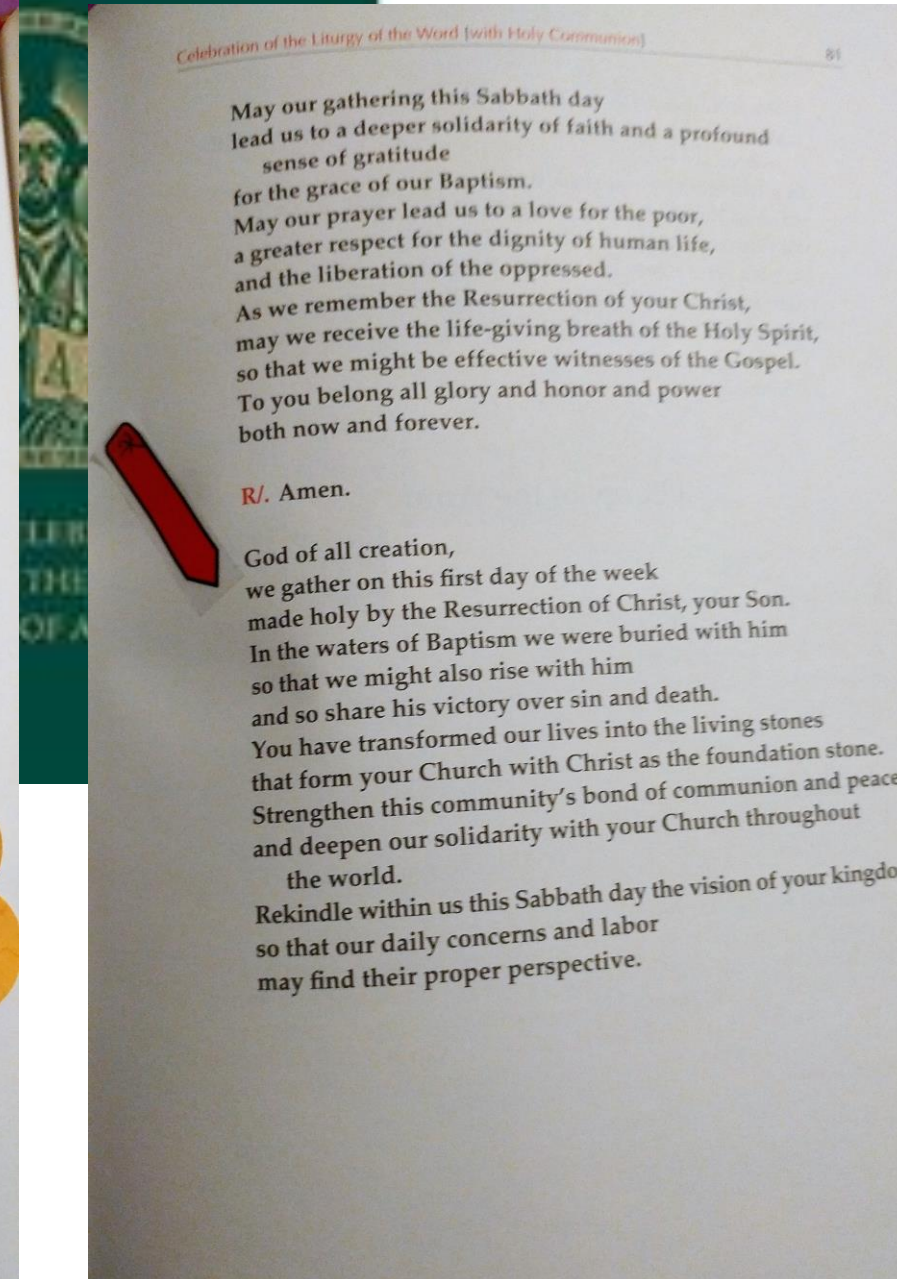
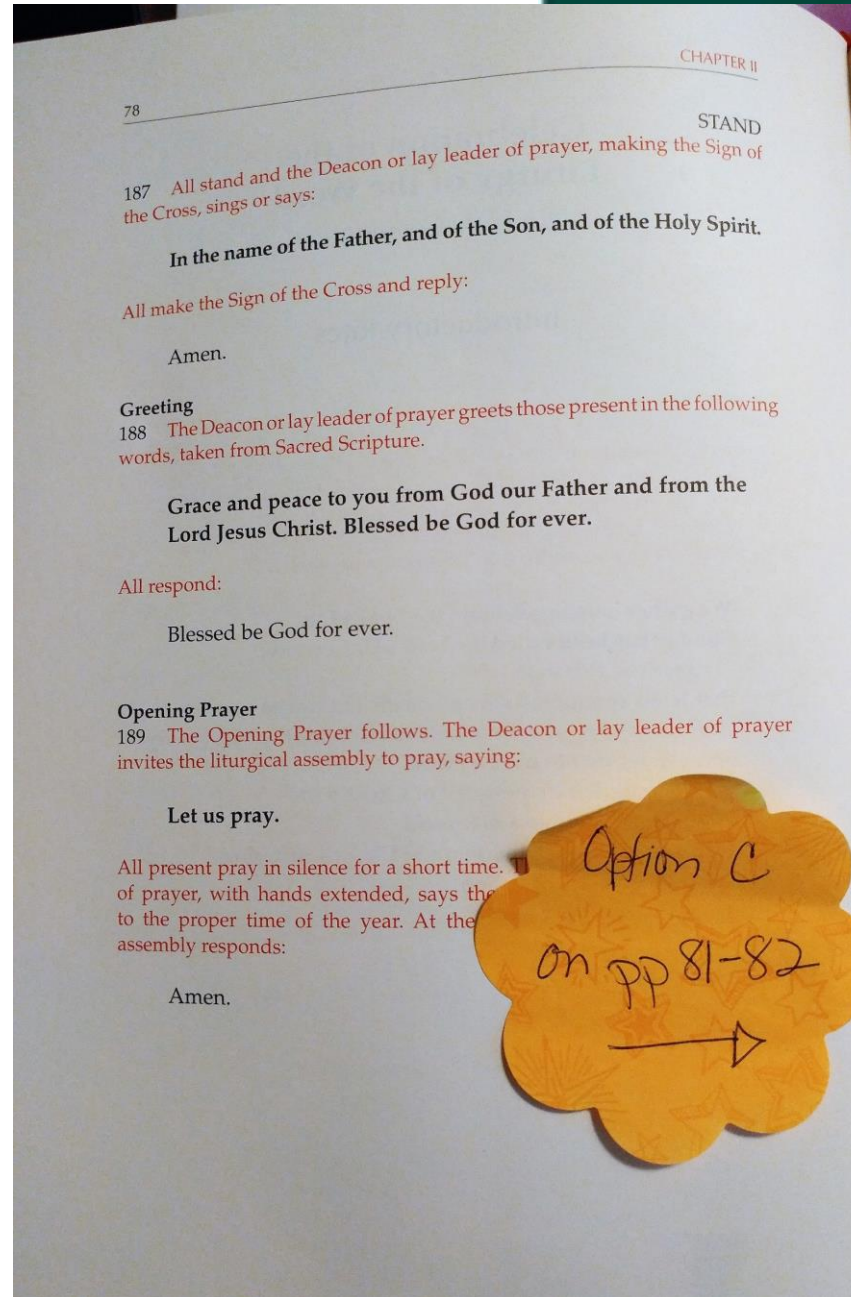
# Prepare the ritual book

- Approved SC liturgy starts on page 77 of 2012 English ritual book
- Customize to make it easy to know what to do and what to say
  - Make sure only things that extend beyond the book cover are the two ribbon markers
  - Tape in additional text included in the Study Edition
  - Use flags or sticky notes to identify which prayer options you want to use
  - Handwrite additional text provided in the Study edition (suggest using pencil or place tape in the correct spot in the book so you can write on top of it in pen)



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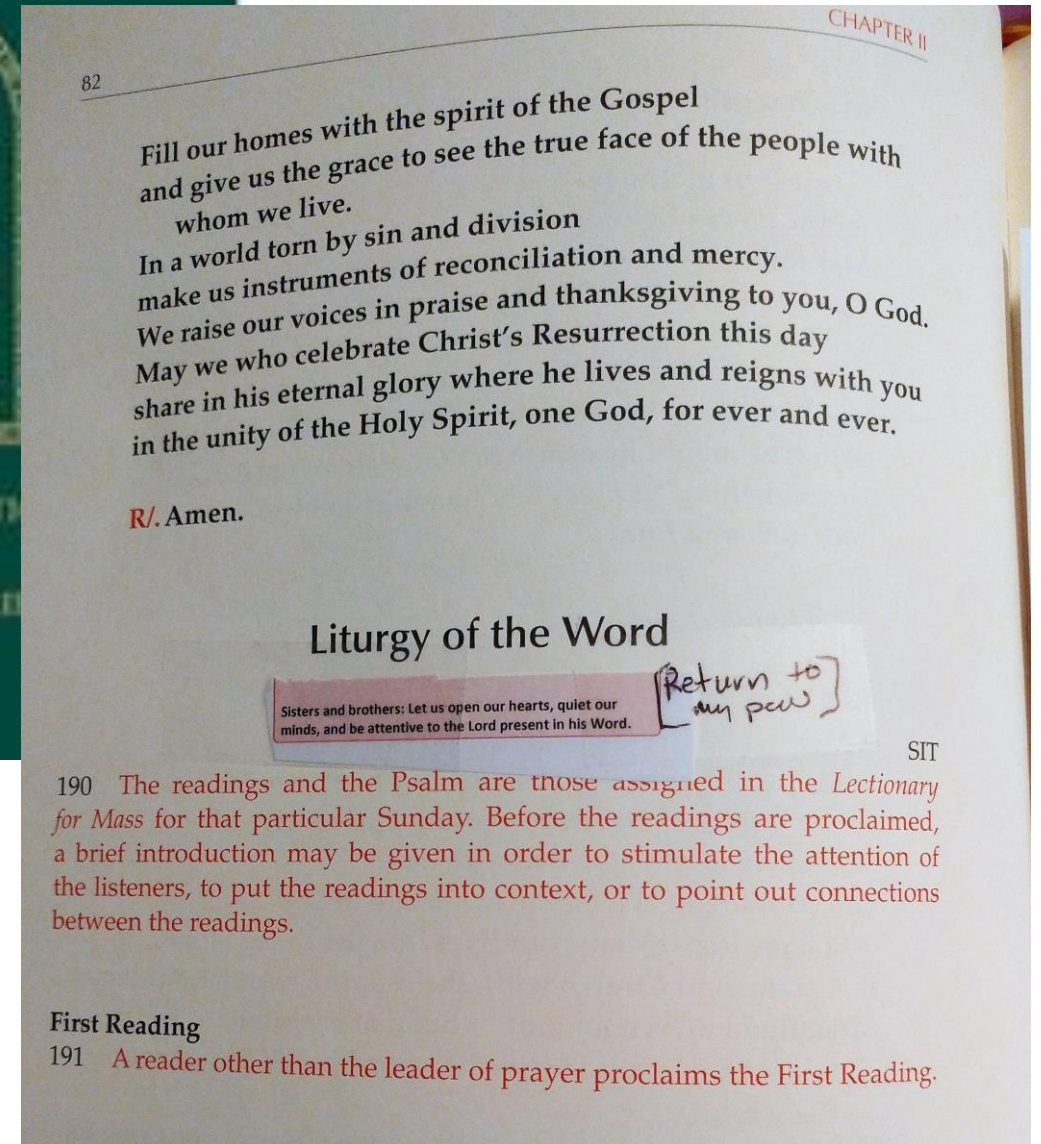
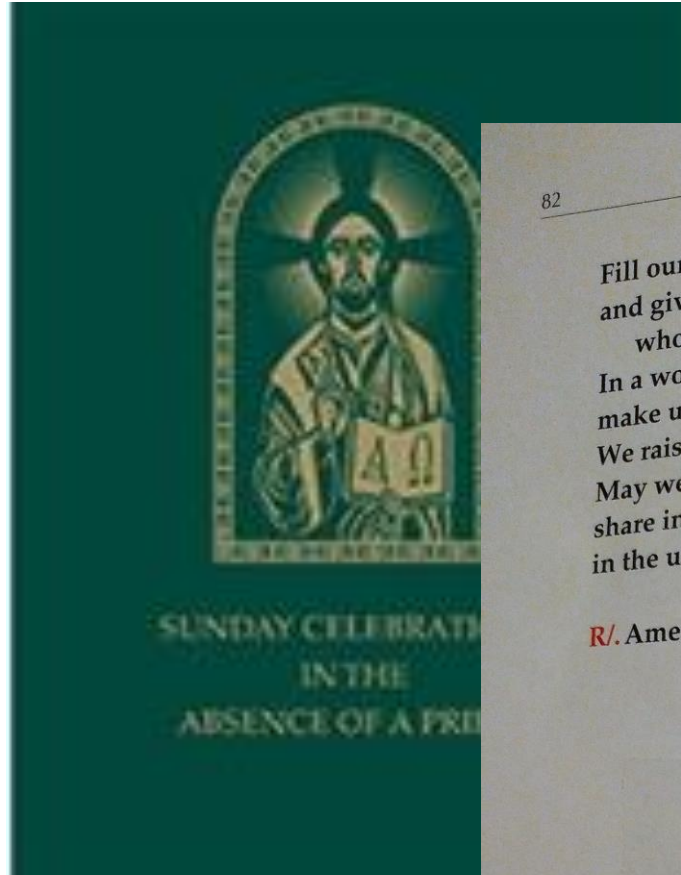
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SUNDAY CELEBRATION  
IN THE  
ABSENCE OF A PRIEST

praise him with strings and pipes.  
O praise him with resounding cymbals,  
praise him with clashing of cymbals.  
Let everything that lives and that breathes  
give praise to the Lord. (Alleluia!)

## Concluding Rite

212 There follow brief announcements and the collection of monetary offerings from the gathered assembly. The celebration ends with an invitation to pray for vocations to the priesthood, the blessing and sign of peace.

### Invitation to Pray for Vocations to the Priesthood

**Leader:** Mindful of the Lord's word, "Ask the Master of the harvest to send out laborers for the harvest," let us pray [daily] for an increase of vocations to the Priesthood. May our prayer hasten the day when we will be able to take part in the celebration of the Holy Eucharist every Sunday.

Please  
stand

**[All:]** Loving Father, you sent your Son so that all might come to know the truth and be saved. With the outpouring of the Holy Spirit, you continue his work through the Church. Your Son reminded his disciples that the harvest was indeed plentiful but the laborers few. Following his instructions, we beg you to call many to ordained priesthood. Grant them the grace to hear you and to respond wholeheartedly. May Mary Immaculate, the mother of your Son and the patroness of our diocese, intercede for us. We ask this through Christ our Lord. Amen.]

We give God praise and thanks whenever we share the gifts entrusted to us. While we collect our offerings today, let us pray for all whom God will bless through our stewardship.

Announcements may take place during the collection, though no song is to be sung.

SIT

He blesses the people using the following blessing.

May almighty God bless you,  
the Father, almighty Son + and the Holy Spirit.

All:

Amen.

A leader of prayer who is a layperson using no gesture says:

May the Lord bless us,  
protect us from all evil  
and bring us to everlasting life.

All:

Amen.

### Sign of Peace

215 The Deacon or lay leader of prayer may invite the people to exchange the sign of peace in these words:

Let us offer each other the sign of peace.

All exchange an appropriate sign of peace.

216 A song, instrumental music or choral anthem of the day may conclude the celebration.



<https://youtu.be/EEPI3PTNszM>



## Leading a SC\*

- Pay attention to where people and things are
- Note questions or observations

\* Filmed November 1, 2020 (during Covid19 pandemic) with 2 lay people leading and distribution of Holy Communion





# Wrap Up

Contact Deacon Peter Bernier or Lori Dahlhoff with questions or to arrange walk through at parish site and/or practical feedback as practice leading SCs





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## What's Next

- Discern if this ministry is truly a fit for you and your gifts. If not, talk with your pastor about calling forth someone else
- After verify all background checks and Protecting God's Children training complete, you and pastor receive a formal letter of appointment from Bishop Deeley. The appointment will be for 3 years.
- OLFF making hard copies of ritual available at a discount (order link on resource page)
- Contact Deacon Peter or Lori if would like to schedule walk through at parish site and/or practical feedback (may be video conference)
- Will notify you as different resources become available to support you in this role

# Resource Webpage

[https://portlanddiocese.org/  
scs-prayer-leader-resources](https://portlanddiocese.org/scs-prayer-leader-resources)



Thank you!

*Loving Father, you sent your Son  
so that all might come to  
know the truth and be saved.  
With the outpouring of the Holy Spirit,  
you continue his work through the Church.  
Your Son reminded his disciples  
that the harvest was indeed plentiful  
but the laborers few.  
Like his earliest disciples, I humbly accept the responsibility  
to lead your community in prayer.  
Through your grace, may my service  
help strengthen the bonds among the faithful and  
foster a love of the Eucharistic sacrifice in its fullness.  
I ask this through Christ our Lord. Amen*



*adapted from a Diocese of Portland Prayer for Vocations by Bishop Joseph Gerry, OSB*

