LEVEL 4

✓		LEVEL 4: YOUNG SERVANT LEADER	Leader Initial & Date
		LEARN	
	1	Choose a book about our Faith or the Mass and explain basic idea of the book (posted on holyspiritchurch.org/altar-server-ministry/)	
	2	Articulate the various sections of the Mass and what is being done at each stage (send email to Altar Server Chair or Directory of Liturgy and schedule time after Mass)	
		SERVE	
	3	Serve 12 regular Masses (sign here after chart on right filled in)	
	4	Serve at 1 Easter Vigil, Christmas Vigil, or Easter Triduum	
	5	Serve at 2 Holy Day of Obligation Masses	
	6	Serve at 2 Funerals	
		LEAD	
	7	Participate in or lead one Altar Server training session (coordinate with Altar Server Chairs)	
	8	Train for one other ministry (e.g. EMOE, Lector, Usher, Catechist)	

Ordinary / School Masses		Special Masses	
Cross (T) Chalice (C) Book (B	Leader Initial & Date	Funeral (F) Easter Triduum (E) Holy Days (H)	Leader Initial & Date

When done here, please add additional ones in Ordinary section to left.

Date Completed _____ Altar Server Chair Signature _____

HOLY SPIRIT PARISH

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ALTAR SERVER PROGRAM

Learn – Serve – Lead

NAME //

PHONE //

EMAIL //

LEVEL 1

✓		LEVEL 1: JUNIOR ALTAR SERVER	Leader Initial & Date
		LEARN	
	1	Attend New Altar Server Training	
	2	Set Mass preference in Ministry Scheduler Pro	
		SERVE	
	3	Serve 8 regular Masses (sign here after chart on right filled in)	
	4	Serve as Cross Bearer at least once (waived if too small to carry)	
	5	Serve as Chalice at least once	
	6	Serve as Book Bearer at least once	
		LEAD	
	7	Show reverence by bowing during Mass (ask Mass Coordinator to look *prior* to start of Mass)	

Ordinary / School Masses	
Cross (T) Chalice (C) Book (B	Leader Initial & Date

Date Completed _____ Altar Server Chair Signature _____

LEVEL 2

✓		LEVEL 2: ALTAR SERVER	Leader Initial & Date
		LEARN	
	1	Watch video for "Altar Server – Training"	
	2	Demonstrate basic understanding of Mass terminology and objects (send email to Altar Server Chair or Directory of Liturgy and schedule time after Mass)	
	3	Attend Incense Training	
		SERVE	
	4	Serve 12 regular Masses (sign here after chart on right filled in)	
	5	Serve at 1 Funeral or Wedding	
	6	Serve at 2 Advent or Christmas Masses	
	7	Serve at 2 Lenten or Easter Masses	
		LEAD	
	8	Show reverence by demonstrating active participation in Mass. For example... -Responding with community -Opening Missal and reading along during the readings (ask Mass Coordinator to look *prior* to start of Mass)	
	9	Report in before Mass when you are not on the schedule and offer to serve (TBD on how to sign off)	

Ordinary / School Masses		Special Masses	
Cross (T) Chalice (C) Book (B	Leader Initial & Date	Funeral (F) Advent (A) Lent (L) Wedding (W)	Leader Initial & Date

When done here, please add additional ones in Ordinary section to left.

Date Completed _____ Altar Server Chair Signature _____

LEVEL 3

✓		LEVEL 3: SENIOR ALTAR SERVER	Leader Initial & Date
		LEARN	
	1	Listen to audio / video on the Mass (posted on holyspiritchurch.org/altar-server-ministry/)	
	2	Demonstrate basic understand of they symbolism of the Mass, and answer "why" we do certain things at Mass (send email to Altar Server Chair or Directory of Liturgy and schedule time after Mass)	
	3	Attend Liturgical Retreat, EDGE or other Ministry training event	
		SERVE	
	4	Serve 12 regular Masses (sign here after chart on right filled in)	
	5	Serve at 2 Funerals or Weddings	
	6	Serve at 3 Advent or Christmas Masses	
	7	Serve at 3 Lenten or Easter Masses	
		LEAD	
	8	Help mentor a less- experienced Altar Server during Mass (ask Mass coordinator after Mass and explain what you did)	
	9	Participate in or lead one Altar Server training session (coordinate with Altar Server Chairs)	

Ordinary / School Masses		Special Masses	
Cross (T) Chalice (C) Book (B	Leader Initial & Date	Funeral (F) Advent (A) Christmas (C) Lent (L) Easter (E) Wedding (W)	Leader Initial & Date

When done here, please add additional ones in Ordinary section to left.

Date Completed _____ Altar Server Chair Signature _____