**Ministry of Altar Server Training**

**Location:**

It is highly recommended to conduct the altar server training inside of the church where servers can familiarize themselves with the terminology of the worship space and the items used for serving at liturgy.

**Materials needed:**

* Registration or signup sheets and pens
* Sheets with Opening Prayer
* Hymnals or song sheets
* *Definition of Terms* handout
* *Resources for Altar Servers* handout
* Albs/Cassocks and Surplice for sizing

**Using this resource:**

* Consider having at least two or more sessions to train new altar servers.
* Each session should begin with prayer. A sample prayer is provided.
* Begin with an overview of what it means to be an altar server followed by a walk through and tour of the church building. This tour should give new servers a basic idea of the different parts of the church.
* Gather the servers into the sacristy and begin explaining all of the items used at Mass and where they are kept. A definition of terms is provided and should serve as your guide in the leader’s guide.
* An outline is provided for the responsibilities of the cross/book bearer and the candle bearers/servers at the altar. While it is important for servers to watch the practicum and learn, consider having new servers alternate in each roles so that everyone has an opportunity for hands-on experience.
* Other aspects of the ministry such as the use of incense and serving at funeral Masses are explained.
* Distribute the *Resources for Altar Servers* and *Definition of Terms* handout at the conclusion of the first session.
* Have new altar servers try on albs or cassocks and surplices for sizing, and ask them to memorize his or her size so they can vest quickly before their scheduled Mass.
* Online videos on altar serving are suggested on the *Resources for Altar Servers* handout. You may want to have new servers watch these videos to reinforce what they are learning during your training. Keep in mind that these videos were created for specific parishes and worship spaces, so some of the procedures may vary from your local practices. Consider creating your own altar server training video for your own parish and posting it on YouTube or your parish website so that servers can access it anytime they need.