

10:45 Holy Eucharist
St. Gregory of Nyssa Episcopal Church
San Francisco, California

Concerning the Service

The liturgy is designed to be led by two or three liturgical leaders, one cantor (or two cantors who divide roles ahead of time; or one cantor leading the congregation in singing and one conductor leading the choir in anthems) and one presider (if the presider doesn't preach, there can also be a separate preacher.)

The script divides lines and tasks, but the crucial practice for all participants in the liturgy is prayerful attention; that is watching the entire liturgy with an eye to the whole action and covering lines or tasks when they are dropped. Know what is going on!

The core value of the liturgy is glorifying the stranger through clear, direct, warm invitation: leaders give work away, and involve newcomers, old-timers, children and adults to participate fully.

Jesus welcomes everyone to his table, act like you mean it!

SET-UP & RECRUITING

Leader A convenes meeting at 10:20 of all leaders, leads prayer, assigns speeches/sung parts, goes over the music selections, makes sure Leader C is familiar with the route for the Gospel procession, notes any special events of the day, changes or new additions to the liturgy, and checks in with set-up person to assign responsibility for set-up and recruiting tasks.

Always & Everywhere

Pray

Altar

Set with tablecloth (shiny in seasons of celebration, dull in penitential seasons, colors don't necessarily match seasons).

4 empty patens (on right)

8 empty chalices (on left).

2 large palls.

Pyx for home communion if someone has asked for it

Missal, marked with Eucharistic prayer and post-communion prayer
(ask presider which ones to use)

Sistrum (on round edge).

Check altar lamps --should be half full of lamp oil (clear, not yellow
sesame oil) and still lit from 8:30

Make sure cross stand is at altar

Candle Prep

Check menorah & replace if less than 4" long — light unlit candles
briefly - trim wick to ¼" as needed.

Check candlesnuffer: wick must move freely (replace if shorter than
3" long — light new wick briefly).

Place butane lighter and candle snuffer by the lectern.

Check Indian oil lamp is full (with yellow sesame oil—not clear lamp
oil!!) and wicks long enough to be well in the oil.

Vestry

Leader C's candle on counter

Gospel book on counter

Presider's cross inside

Assemble all liturgical leaders, bell & gong person and umbrella
carriers by 10:40

Table under Scroll

4 loaves of bread & rice crackers in white bowls, in the Navaho
basket, wrapped with the red-checked pall.

1 glass flagon, filled with 3/4 bottle wine with the glass stopper

Incense bowl

Presider's Chair

Presider's script / MFL / Collect book (red)

Fill water glass

Make sure cross stand is there.

Seating Area

Check that seating area is in good order, no leftover food, books, etc.

Mark readings in Gospel Book and rehearse readers.

Recruits

Finish recruiting by 10:30 all the recruits below:

Readers

Two readers: pay attention to diversity of ages, genders, sizes, etc. Go over the reading.

Fire Person

Recruit someone who is familiar with the service to:

- Make sure there's enough incense in bowls at lectern and on table by the scroll: ½ lavender, ½ benzoin Sumatra.
- Light 2 charcoals at 10:30 and put in the standing thurible at the lectern.
- Light menorah and oil lamp when procession enters seating area. Recruit extra people, especially children, to help do this.
- Prepare 1 thurible with 1 charcoal during the Lord's Prayer, and bring to the table under the scroll to give to presider.

Bell & Gong

Recruit someone who

- comes to vestry at 10:45, leaves and begins ringing bell when vested party starts praying, stops when they come out.
- Rings gong when choir is finished with opening anthem.

Chalice-bearers

Each leader recruits a chalice-bearer for his/her quadrant; Leader A recruits one for presider as well. Whether children or adults, they need to know how to do it—teach them the pattern ahead of time, so there isn't a last-minute scramble at the Table.

Umbrella carriers (optional)

Recruit two people familiar with the service, or newcomers (if they approach you and ask to help, don't put first-time visitors on the spot) and train them how to:

- open umbrellas when they enter rotunda at start of service
- put them away in northwest corner after entrance
- get them out again after sermon sharing for Gospel procession
- closely follow presider and Gospel book, smile, and don't hit hanging lamps!

Aaron Prayer

Vested party, umbrella-carriers, bell & gong person gather in vestry at 10:45 and pray Aaron Prayer aloud together reading from mirror. Bell-ringer leaves vestry before prayer and rings tower bell. Vested party exchanges Peace and assembles in order:

Presider with cross

B with Gospel Book

A with presider's script

Umbrella (optional)

Umbrella (optional)

Cantor

C with candle

Others

Entrance Procession and Welcoming

*Vested party goes to the front side of the table, facing the front doors
Cantor goes to the choir
Bell-ringer stops ringing when the vested party enters*

Presider *while walking in*
♪ The Lord be with you.

People

♪ And also with you

Presider stops at table

Leader A holds script for presider as needed

Presider

♪ Let us pray:

Blessed be God the Word,
who came to his own
and his own received him not
for in this way God glorifies the stranger.
Oh God, show us your image
in all we meet today
that we may welcome them, and you,
through Jesus Christ our Lord.

People

 Amen.

*Cantor immediately leads the choir in the prelude
Vested party kiss the Table, then split up and go around the room,
greeting everyone warmly, touching people with the left hand, without
conversation, then gather around the round side of the Table
When music ends, bell & gong ringer hits gong.*

Presider

Christ is risen!

People

He is risen, indeed!

Trisagion and Procession to the Seating Area

Cantor

Come close in. Let's sing! All the music you'll need for the service is in these books (*hold up music book*). Please open your books to number ____.

Cantor leads Trisagion.

Leader A

We'll move into the seating area together. When you see us leading off with the candle and cross, please go all the way to the far end (gesture) and leave seats at this end for latecomers. As we go ____ (*cantor*) will sing Psalm _____, and we'll sing an Alleluia refrain between verses.

Cantor

The Alleluia refrain goes like this...

Cantor teaches and then leads Alleluia refrain and sings Psalm.

At second verse, C with candle leads procession into seating area, pauses at lectern to give light to fire-person and recruit, then goes to stand at chair

Presider goes to stand at chair, puts cross in stand

A shows umbrella-carriers where to put umbrellas, then goes to stand at chair

B goes to stand at seat, hands Gospel Book to Presider

B&C: check to make sure you know where readers are

Cantor stands in front of lectern chanting the Psalm until everyone is in place, then moves toward seat. Signals congregation to sing the final Alleluia

LITURGY OF THE WORD +++

Blessing and Incense Hymn

Leader A

The Blessing and Incense Hymn is found at number ____ in your music book. Number ____.

Cantor gives Presider a pitch

Presider makes sign of the cross over congregation with Gospel Book

Presider

♪ Blessed be God, Father, Son and Holy Spirit.

People

♪ And blessed be God's Kingdom, now and forever. Amen.

Cantor leads people in the blessing and incense hymn

Presider hands Gospel Book back to Leader B

Once incense hymn begins, B & C look at each other and move together:

- *Leader C carries candle to lectern, adds incense to standing thurible or gets a child to do it, and then stands on the STREET SIDE of the lectern.*
- *Leader B carries Gospel Book to lectern and places the Gospel Book on the, then stands on the HILL SIDE of the lectern.*

Leader A remains with Presider, holds script as needed

Erasmus Prayer

Cantor offers Presider a pitch

Presider

♪ The Lord be with you

People

♪ And also with you

Presider

♪ Let us pray!

O God of love,
you are the true sun of the world,
Ever more risen and never going down.
We pray you to shine in our hearts,
that the darkness of sin
and the mist of error being driven away,
we may this day and all our life long
walk without stumbling
in the way you have prepared for us,
which is Jesus Christ our Lord,
who lives and reigns with you and the Holy Spirit,
one God in glory everlasting.

Sh'ma or Opening Song

Note: If Sh'ma is sung, Cantor gives pitch to Leader to start off; if another song, Cantor just immediately leads music.

Leader B

We'll sing (number ____ Sh'ma Israel, at number ____)
(or number ____, _____(name) .

Leader B or C (*if Sh'ma is sung, this is assigned ahead of time—must have confident singing voice*)

♪ Sh'ma Yisrael, Adonai..."

B & C bring the first reader to lectern

B stands on the reader's left

C stands on the reader's right

First Reading

Leader B

Take your seats (*pause until people stop rustling*) and hear a reading from _____.

Reader reads.

During reading, cantor makes sure the recorder is turned ON, but NOT recording.

Immediately following the reading

Cantor rings pot bells.

Leader C carries candle back to candle stand.

Leader B thanks reader and returns to seat, leaving Gospel Book on the stand.

Cantor times TWO minutes of silence, then rings handbells.

Canticle

Leader A *stands*

We'll sing number ___ in your books, ___(name of song.)

(Or, "We'll sing _____(name of song) from your colored insert.")

Please stand and sing number ___(or name of song)

All stand

Cantor

We'll sing ____ (name of song) this way: the first verse in unison, then choose a part and we'll sing the rest of the verses in harmony. We'll sing right through, without pausing at the end of the verse – and we'll keep a brisk tempo. You'll find the Gospel responses ____.

Cantor lines out the first phrase and starts hymn

All sing

Midway through the canticle:

C gets candle

B and C fetch Gospel reader and bring to lectern.

B stands on the reader's left

C stands on the reader's right

Preacher (if other than presider) switches places with presider

Gospel Reading

Leader B *makes sign of the cross on the Gospel Book, then crosses forehead, lips and heart while singing*

♪ The Holy Gospel of Our Lord Jesus Christ according to _____.

People

♪ Glory to you, Lord Christ

Reader reads or chants the Gospel.

Immediately after the reading,

Reader goes to seat

B takes Gospel Book and walks toward preacher

C leads B, singing

Leader C

♪ The Gospel of the Lord!

People

♪ Praise to you, Lord Christ!

*B gives Gospel Book to preacher
C puts candle on stand
Cantor rings pot bells; presses RECORD button on the recorder
TWICE.
Cantor times two minutes of silence, then rings hand bells.*

Sermon

*Preacher offers sermon of TEN - TWELVE minutes.
Preacher cues cantor to ring pot-bells at end of sermon;
Cantor rings pot-bells then presses the STOP button on the recorder.
Cantor times one minute of silence, then rings hand-bells.*

Preacher

We complete the sermon together. If an experience from your own life comes to mind, please stand and share it now, as we listen for God speaking in each other's stories and in the silence.

*Preacher calls on people, usually no more than 3-4 for no more than 6 minutes.
Cantor puts recorder in the storage box.
Leader A makes a headcount.
After preacher decides sharing is done*

Preacher

Thank you all.
Let's sing some alleluias!

Gospel Procession

Leader A stands

The alleluia refrain is found at number ____ in your book. As we sing, we'll carry the Gospel Book around for you to greet with a touch or kiss. If you can't reach the Book, put your hand on the shoulder of someone who can. Please stand and sing number ____.

*Cantor leads alleluia; chants Psalm verses in between
Preacher stands and holds Gospel Book for vested party to kiss.
Leader B takes maniple
Leader A helps umbrella carriers
Fire person goes to kitchen to light two charcoals for the thurible.
GOSPEL PROCESSION ORDER:*

- *Leader C carrying candle.*
- *Preacher carrying the Gospel Book*
- *Umbrella following the Gospel Book*
- *Vested party mixed among other umbrellas.*
- *The procession moves briskly walking all around the congregation, smiling, making eye contact, and touching people while singing and moving, without making conversation. When procession is done,*
- *Leader B takes book and places it on the shrine or asks someone else to. Goes to lectern end of platform with maniple for the prayers that follow.*

Leader C rings the tower bell or recruits a child to do so, until the vested party has returned to their seats

Leader A assists Umbrella carriers to put umbrellas in corner, then goes to seat.

All stand in place at their seats.

The Prayers

Leader B stands on solea in front of lectern, facing presider and holding maniple. As soon as alleluia is finished, without delay:

Leader B

We'll sing the Lord's Prayer at number _____ in your book. After the prayer for peace take turns calling out your own prayers aloud. Number _____.

Cantor leads congregation in singing Lord's Prayer through "and deliver us from evil"

Leader B lifts maniple when offering prayers.

Leader B

For peace in the whole world, for peace in ____ and for what other places shall we pray? (*pause while people call out places, give enough time for all*) and for peace everywhere, let us pray to the Lord.

People

Lord, have mercy

People add their own prayers

Leader B turns to the person praying, looking directly at them, holding up maniple; gives plenty of space for everyone to pray, especially encourages children and newcomers.

Leader C *inserts at some point*

For Marc, our Bishop, Michael our presiding Bishop, Justin, Archbishop of Canterbury, and Peter, Thomas, Louis, Paul and David, bishops of China, Let us pray to the Lord.

Leader A makes sure that prayers include: the church, the nation and leaders, the world's needs, local concerns, sick, imprisoned and thanksgivings...offer prayers for these if nobody else does.

Presider decides when to conclude open prayers by saying

Presider

For peace for the dead, and comfort for mourners, let us pray to the Lord.

People

Lord, have mercy

Leader B

For those we have wronged, for our enemies and all who wrong us, let us pray to the Lord.

People

Lord, have mercy

Leader B

For forgiveness, generosity and love among all people everywhere, and for the coming kingdom of peace, let us pray to the Lord.

People

Lord, have mercy

Leader B

In fellowship with Gregory of Nyssa, with Marythe mother of Jesus, (with __) and with all God's holy people in every time and place, let us commend ourselves, and each other, and all our lives through Christ to God.

People

To you, O Lord our God.

Cantor offers a pitch.

Presider sings collect of the day from red book. (NOTE: end with "through Jesus Christ our Lord," not with doxology)

All sing doxology.

Fire person brings thurible to table under scroll, and puts incense on.

Tripudium and Great Entrance

Leader A *steps onto platform*

We'll go up to the Table in step, singing (name of hymn), found (at number __, or on your colored sheet.)

The step is very simple; if you'll look at all of us up here, we will show you how it goes.

Starting on your right foot, go right, left, right, back;

(demonstrates)

right, left, right, back. Right, left, right, back.

Demonstrates, with presider, then after third repetition when they're at lectern:

Put your hand on the shoulder of the person in front of you, and __ (cantor) will tell us when to step off.

Cantor

When we get to the word "____," step off on your right foot and start the right, left, right, back pattern.

The Peace

Presider (with cross) and Leader A go straight to the table in front of the scroll, where they pick up thurible and bread and wine.

- *Presider and A recruit children to carry bread, wine, cross; then wait at scroll until procession is well inside rotunda, where they will step in to lead it, and help children place bread and wine on Table.*
- *Leader B heads up a line where there are newcomers, or asks a regular to do so*
- *Leader C heads up a line where there are newcomers, or asks a regular to do so.*
- *Cantor remains on platform to direct and lead music, then follows at the end of a line; calls out additional stanzas if needed.*
- *Drummers (if any) get drums from in front of vestry door and begin drumming when the cantor tells people to step off.*

When all are inside the rotunda, the music is done, and the bread and wine are on the table:

Presider

Christ is here, making peace right now: the Peace of the Lord be always with you!

People

And also with you

All exchange peace.

Fire person returns the thurible to the candle closet, turns on exhaust fan and shuts the door to the closet.

Leaders make sure their chalice-bearers come close to the Table.

THE HOLY COMMUNION +++

The Great Thanksgiving

*Leader A stands at Presider's RIGHT, makes sure Presider has cross, missal opened to correct page, helping to turn pages, etc.
Leader B stands at Presider's LEFT, points Eucharistic prayer as needed.*

*Leader C stands out in FRONT of Table and helps where needed.
One of the leaders remove palls from chalices and patens, fold and place on table.*

Chalice-bearers stand close around Table.

Make sure that the vested people and chalice-bearers don't block others, especially short children, who want to see what's going on.

Cantor *shaking sistrum to end the peace*

Please make room for the choir over here (gestures) and open your books to number _____. We'll sing through from number _ to __ (or, for Putnam, "you'll see the music separates into two voices, high and low, so pick a part.")

Leader A hands cross to presider

All vested (*gesturing to people to come close*)

♪ Draw Near! Draw near!

Leader A (or assigned leader)

♪ Let us love one another that we may offer the Holy Sacrifice in Peace!

People

♪ A blessing of peace, a sacrifice of praise!

Presider *turns, blessing people with cross*

♪ The grace of our Lord Jesus Christ, the love of God and the fellowship of the Holy Spirit be with you all

Hands cross back to Leader A to put in stand

People

♪ And also with you

Presider sings the rest of the prayer from the missal

People sing responses

Fraction

People sing "Servant of God."

All vested break bread and pass patens around; fill chalices and pass them around until each leader and the presider have a paten with bread, and each chalice-bearer has two chalices.

Presider *lifts paten and begins to turn*

♪ Holy gifts for holy people

All communion servers lift patens and chalices high and turn, following Presider, showing the bread and wine to the people while presider sings

People

♪ One is holy...

The Communion

Leader A

Jesus welcomes everyone to his table, and so we offer everyone, without exception, the bread and wine, which are Christ's body and blood.

(Presider's name), the Body of Christ. (Amen)

The Blood of Christ. (Amen)

Presider offers bread and cup first to Cantor and A, then others at the Table, alternating from one side of the table to the other.

Cantor takes communion, offers chalice to Leader A saying “The Blood of Christ” and then loudly announces
Please share communion with each other. After you receive the cup, pass it to the next person, saying, “The Blood of Christ.” Leads choir immediately in anthem.

Choir sings anthem.

Communion servers distribute communion in quadrants like this:

- *Presider Bear*
- *Leader A Wolf*
- *Leader B Horse*
- *Leader C Tiger*

2 servers (whoever’s finished) communicate choir as soon as music is finished. All other patens and chalices are returned to Table and covered with palls.

Cantor announces and leads congregational music while choir receives communion, or chants/sings.

If an icon is to be blessed, presider blesses it and carries it around to the people to kiss, then returns it to the Table

When choir is served, communion servers return all patens and chalices to table and cover with palls.

Post-communion Prayer

Presider recites Baruch prophecy or another prayer from missal
Arise, Jerusalem.....

People
Amen.

Collection

Leader A *holds basket up high*

Now seeing how greatly God loves us, let's share freely of the good things we've received. Bring your gifts of money for the work of the church right up here to the table, or, after the service, give online under the wolf, (*point to info closet*). If this is your first time here, you can wait. Instead, notice your blessings and make a thanksgiving gift when you return.

Cantor leads choir in offertory music, or leads congregation in song, while people bring offerings to the Table.

One leader or recruit carries an offering basket around the outside of the circle to collect from those who can't get to the Table

Polychronia

Leader C

If you're celebrating a birthday, an anniversary or another special occasion, come up here (*gesture*) so we can all bless you.

Leader C helps gather people around Table for polychronia, Leader A gets names of people and gives them to whoever is singing the opening of the blessing (presider or cantor)

If nobody comes forward, don't ask again! Move directly to carol.

Cantor

We'll sing without books:

"God grant them many years..." which we'll repeat three times:

Presider (or Cantor if presider prefers)

♪ To ___ and ___ and ___ may God grant long life, peace and protection and many years!

Presider goes to each person and blesses with cross as people sing

Announcements & Carol

Announcer *steps up to Table, shakes rattle if needed*

Before we sing the last hymn, let me tell you what will happen right after the service. Coffee will appear here on the table (gesture) food there (gesture) and healing prayer over there under the icon of Bishop Tutu. Please stay, and also (stay for; come back for) _____ (one event only, preferably for today, give time and location.) Sign the guestbook and give us your email so you can stay in touch and get announcements about upcoming events at St. Gregory's.

Cantor

We'll sing and dance the carol, ___ (number or "on your music sheets".) Carols are sung dances, and we'll make it easy for you to dance the carol by surrounding you with people who've done it before.

Put your right hand on the shoulder of the person to your right, and start walking to the right until we can all move....

Leaders make sure regulars are interspersed with newcomers.

Cantor teaches step until familiar, then offers pitch and leads carol.

Drummers keep time.

All Vested

Let us bless the Lord!

People

Thanks be to God!

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Cleanup

All vested greet newcomers for 10 minutes, especially those with black nametags.

Leader or recruit distributes any leftover bread and wine until it is all gone. Give bread in a pyx or container to anyone who's taking it to someone at home/hospital.

Blow out all candles and oil lamp and extinguish altar lamps.

Straighten chairs, crosses, return scripts to vestry and place on shelf over piano. Pick up MFLs and music sheets, return to welcome table.

Hang up all vestments neatly; make sure sermon titles are written on the form; write attendance on form.

Leaders check in to see if there are any outstanding issues, Leader A will write report on listserv.

Wash, dry and put away chalices and patens.

Leader A is responsible for locking and alarming the building or recruiting someone else to do so.