

CHILDREN'S LITURGY OF THE WORD MINISTERS

The ministers who assist in the Children's Liturgy of the Word help children to better appreciate the Mass and understand the Sunday scriptures, so they can return home with a closer relationship with Jesus and his Word. Ministers are needed in different areas, to work on Sunday morning prior to and/or during the 9:30 Mass when they are available, self-scheduling through a Google calendar. (As with all parish ministries, volunteers must be currently trained in "Safe Environment for Children" through www.virtus.org)

Presenters share the Sunday Scripture with children preschool to 5th grade.

- Prior to scheduled Sunday:
 - Review "CLW Format" page (attached)
 - Read that week's scriptures (Children's Lectionary version available at <http://www.pflaum.com/readings/>)
 - Prepare using resources provided by Faith Formation office or other approved materials.
 - Determine which activities to use from materials provided or elsewhere (such as <http://catholicmom.com/category/sundays-gospel/>)
 - Notify the Director of Faith Formation in advance if photocopies or special supplies are needed.
 - Coordinate music if you plan to have music. Provide words and musical accompaniment if possible. CD's and audio cassette tapes are available with advance notice.
- On scheduled Sunday before Mass:
 - Be on site by 9:15 a.m.
 - If Learning Center is not open, get key from rectory (make sure to return key to rectory after 9:30 Mass).
 - Get necessary materials from CLW cupboard: appropriate floor cloth (green for Ordinary Time, purple for Advent and Lent; white for Christmas and Easter Seasons; red for Pentecost), candle, match, Children's Lectionary, and any other necessary materials for activity.
 - Set up worship space with appropriate color cloths, prayer table, and other items as needed.
 - Set Lectionary and lit candle on ledge of ambo before Mass. Check in with presider to remind him about dismissal, and check in with usher to see if someone has requested to carry gifts at that Mass.
- At 9:30 Mass
 - Sit in a front pew; use "reserved for CLW" sign to reserve your seat.
 - Immediately after the Opening Prayer as the rest of the assembly starts to be seated, walk towards the altar to cue presider to call children forward. Select one child to hold the lighted candle and one to carry the Lectionary, to lead the other children with you to the Learning Center.

- If there are not enough adult helpers, ask the Presider to request one or two more adults to help.
- After processing to Learning Center, place the lit candle on the corner of the altar table in the worship space.
- Present the lesson plan adapting the format as needed for time.
- At close of session, select 2 or 3 children to carry gifts unless someone has already signed up (usually those that have birthdays during that month). *Make sure they are old enough to carry items without danger of spilling.*
- Choose a child to blow out the candle.
- With the help of the Helpers, lead the children from the Learning Center (with the children to carry gifts in front of the line), ensuring that they remain quiet and do not run.
- Guide the children who will carry the gifts to the usher who will explain what to do when bringing up the gifts during offertory (including bowing together at the bottom of the steps once they've presented the gifts).
- After Mass (or after CLW)
 - Return all items (cloths, Lectionary, candle, crayons, unused paper, etc.) to storage and put everything else back in place that was used (i.e. chairs, tables).

Helpers ensure children are safe and engaged.

- Escort children between church and school making sure an adult goes first and an adult goes last, to safeguard children in parking lot.
- Assist Presenter as needed with crafts, questions, maintaining children's focus.
- Escort child(ren) back to their parent(s) in church if necessary due to child being uncomfortable in setting, or if child is misbehaving.
- At end of CLW, escort children between school and church making sure an adult goes first and an adult goes last, to safeguard children in parking lot.
- Last one out makes sure school door is closed.
- Wait until the offertory baskets are being passed before allowing children to enter the church.

Runners allow children to rejoin their families for Liturgy of the Eucharist.

- Before Mass confirm your presence to the Presenter .
- During Mass either:
 - Join CLW in the Learning Center, and at 9:55, go to the church to start checking to see/hear if the homily is over, then come back to signal the Presenter that the homily is over OR...
 - Stay in church for the Mass, and go to Learning Center at end of homily to signal Presenter that homily is over.

CHILDREN'S LITURGY OF THE WORD - FORMAT

GREETING

- Simple welcome
- State theme for the week

GATHERING SONG

- Can reflect the theme of the day, or the season
- Include gestures, clapping, movement when possible

GOSPEL

- Brief introduction
- Stand
- Sing Alleluia (except during Lent)
- "A reading from the Gospel according to...." "Glory to you, O Lord"
- Proclamation of the Gospel
- "The gospel of the Lord." "Praise to you, Lord Jesus Christ"

HOMILY

Can take many forms, such as:

- Story-telling or sharing on the theme
- Dialogue (question and answer format)
- Simple activity with explanation/discussion
- Symbols/pictures displayed and discussed
- Dramatization of the Gospel
- Use your imagination! Make the Gospel come alive for the children.

CHILDREN'S CREED

- Generally recited echo style; someone reads a line and the group repeats
(Can occasionally be omitted if there are time constraints)

INTERCESSORY PRAYERS

- Can be prepared ahead, or spontaneous.
- Let children know the response before you start (such as "Lord, hear our prayer")
- Heart pillow can be tossed, and recipient can share a prayer or pass
(Can occasionally be omitted if there are time constraints)

DISTRIBUTE PAPERS (IF ANY)

RETURN TO CHURCH

- Designated children to carry gifts