

**The Catholic Church of St. Mary the Virgin - Arlington, Texas**  
**Lay Ministry Schedule - January 2020 A.D.**

<b>The Epiphany of The Lord</b>	<b>8:00 AM</b>	Altar Server	Jon Carr
<b>January 5</b>			
	<b>10:30 AM</b>	Master of Ceremonies	John Williams
		Thurifer	Martin Morris
		Crucifer	Joseph Morris
		Torchbearers	Nathan Brinkley / John Paul Morris
		Boat Boy	Matt Garland
		First Reading	Joe Morris
		Intercessory Prayers	Carole Morris
		Ushers	Brandon Brinkley / Stephen Schmitt
	<b>6:00 PM</b>	Altar Server	Paul Denning
		Ushers	Charlene Schwartz/Maria Zichichi
		Office Help	Nance FitzGibbon/Ben Oliver
<b>Baptism of The Lord</b>	<b>8:00 AM</b>	Altar Server	Brandon Gunnip
<b>January 12</b>			
	<b>10:30 AM</b>	Master of Ceremonies	Br. Michael Bell
		Thurifer	Peter Irlbeck
		Crucifer	Theo Irlbeck
		Torchbearers	Alexander & Graham Muller
		Boat Boy	Thomas Muller
		First Reading	Charles Bellinger
		Intercessory Prayers	Annie Muller
		Ushers	Stephen Schmitt / Kevin Vina
	<b>6:00 PM</b>	Altar Server	Vincent Lohla
		Ushers	Floyd and Roberta Ferguson
		Office Help	Martin Durbec / Terry Southard
<b>Second Sunday After the Epiphany</b>	<b>8:00 AM</b>	Altar Server	Jon Carr
<b>January 19</b>			
	<b>10:30 AM</b>	Master of Ceremonies	Joseph Schmitt
		Thurifer	John Heise
		Crucifer	Ben Skinner
		Torchbearers	Luke & Jake Garland
		Boat Boy	Matt Garland
		First Reading	Rease Parton
		Intercessory Prayers	Dorothy Ortiz
		Ushers	Charles Bellinger / Daisy Bellinger
	<b>6:00PM</b>	Altar Server	William Harvey
		Ushers	Sam Stauffer / Ken Manichi
		Office Help	Chuck Lynk / Terry Southard

**PLEASE SEE OTHER SIDE**

<b>Third Sunday After the Epiphany</b>	<b>8:00 AM</b>	Altar Server	Joseph Schmitt
<b>January 26</b>			
	<b>10:30 AM</b>	Master of Ceremonies	Brian Jones
		Thurifer	Luke Vina
		Crucifer	Anthony Short
		Torchbearers	Paul Vina / Jacob Short
		Boat Boy	Anthony Kruzik
		First Reading	Helen Mitchell
		Intercessory Prayers	Meg Jones
		Ushers	Lonnie Jones / Walter Crawford
	<b>6:00 PM</b>	Altar Server	Rafael Refi
		Ushers	Carol Denning
		Office Help	Don Brignac / Shelby Estrada

### Instructions:

Those who are scheduled to serve but unable to carry out the assignment are asked to arrange for their own substitutes. Altar servers may contact Brandon Gunnip (**817-343-9414**) for assistance coordinating this. All other lay ministers should contact the parish office (**817-460-2278**) to report a substitution.

### Altar Servers:

- Must be vested and in the sacristy **30 minutes** prior to the start of Mass. This is necessary to ensure that all pre-Mass preparations are made as well as to receive any special instructions.
- Black dress shoes are the standard for all, but other dark dress shoes may be acceptable. Tennis shoes or other casual shoes are not permitted. Dark socks and dark trousers are also required.
- Undershirts are encouraged so that collared shirts may be removed before vesting.
- Shirt collars should never be exposed above the cassock collar.
- Conservative haircuts are required. Earrings are not permitted. Conservative dress is required.
- Every altar server is expected to neatly hang up his cassock and cotta after Mass.

### Ushers:

- Should be in place at least 15 minutes prior to their scheduled service.
- Identify those appointed to serve as Lectors and Oblationers, and work to find replacements, if needed.
- Ensure that all members of the congregation have bulletins, hymn sheets, etc., as necessary.
- Remain near the back of the church to assist as needed during Mass.
- Ensure that no child under the age of 10 is permitted to leave the church without an adult member of his or her family. Identify newcomers and ask them to fill out newcomer cards (blue).
- Stand at the Narthex doors as the congregation leaves.
- After Mass, tidy the church, removing discarded bulletins and replacing hymnals, etc.

### Lectors & Intercessory Prayer Readers:

- Should arrive at least 15 minutes prior to the beginning of Mass.
- Notify Ushers of your presence and assigned duty.