

Dear Lectors and Eucharistic Ministers for St. Patrick's Church

**As Lectors and Eucharistic Ministers
you have a number of important responsibilities:**

- 1. You are responsible to serve at your scheduled Mass.**
- 2. If you are not able to serve at your scheduled Mass, then it is your responsibility to find someone to fill in for you.**

A list of the phone numbers and emails for all active Lectors and Minister will be in the parish office.

It will NOT be posted on the web site.

The list will also be sent by email.

**NOTE: There is a NEW NUMBERING OF POSITIONS.
SEE THE DIAGRAM on the next page.**

- 3. Whenever you attend Mass, please be ready to assist the Priest.**
- Schedules are not mailed to your home.**
 - If you don't have email, then please pick up a copy of the schedule from the Parish office.**

**The next schedule will cover March 4, 2012 to May 20, 2012.
Please return your contact information sheet by February 5, 2012.**

Easter Sunday is April 8, 2012

**Requests for Holy Week Masses will sent during March 2012.
Please let me know the dates that you will not be able to serve.
Please alert me when you change your email address.**

Best Regards, Alfred Vachris

**Alfred Vachris - Email: alfred.vachris@gmail.com Phone :(631) 673-4183
244 Southdown Road, Huntington NY 11743-1719**

Instruction for filling out the contact information sheet.

First – Provide your current Name, Address and Phone number and a valid email address (if you have email).
Be sure to tell me when you change your email service!

Second - Determine the number of assignments would you like to have during the twelve week scheduling cycle. Most people choose 4 to 6. Include a note if you are available to take more assignments. However, asking for more assignments will not necessarily give you more assignments, because the assignments are filled by a computer system. And the number of assignments that you receive is dependent upon the number of people who want to serve at a particular Mass. Signing up for different Mass times can potentially increase your number of assignments.

**If you want to increase your number of assignments
you should expand your list of preferred Masses.**

If you serve as both a Lector and a Eucharistic Minister, then you need to specify the number of assignments you would like to have for each ministry.

Third – Select the Mass times that that you can cover. You should choose at least 3.

Fourth - Distribute the number of assignments that you would like to have over the list of Mass Times. (See the examples on the next page.)

The scheduled applies to the following Mass Times:

- Saturday-5:00 PM
- Sunday-7:30 AM
- Sunday-8:45 AM
- Sunday-9:30 AM
- Sunday-10:00 AM
- Sunday-11:30AM
- Sunday-12:45 PM

Please consider signing up for the Sunday-12:45 PM Mass

New Position Numbers

