



Liturgical Commission

# Eucharistic Minister of Holy Communion (EMHC) to the Sick & Homebound Member Position Description

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**Reports To:**

Eucharistic Minister of Holy Communion to the Sick & Homebound Coordinator

**Ministry Purpose / Objective:**

To distribute Holy Eucharist and extend prayerful concern to sick and homebound and those in assisted care facilities following weekend liturgies.

**General Responsibilities of All Ministry Members:**

- Discerns God's message in one's own life regarding stewardship of Time, Talent and Treasure.
- Is familiar with any Ministry and Diocesan guidelines as well as General Parish Procedures.
- Presents ministry in a positive light at all times.

**Responsibilities of EMHC to the Sick & Homebound Members:**

- Arrives at liturgy at least 15 minutes early to sign into the ministry sign-in book.
- Is present at closing of liturgy for blessing and sending ritual.
- Is familiar with ministry guidelines, especially established visitation routine.
- Maintain active communication with coordinator for updates, direction of program and scheduling
- Contacts family day prior to visit to inform of mass schedule, arrival time, and confirmation they still want visit.

**Special Activities:**

- Attends an initial orientation/training session.
- Any meetings at discretion of coordinator.

**Meetings:**

- Attend annual ministry meeting.
- Attends additional meetings as necessary according to coordinator.

**Time Commitment and Frequency:**

Time to be allotted to the Following Tasks:

- Liturgy Attendance
- Ministry Participation
- Holidays & Holy Days

Average Time (may vary):

1¼ hour/liturgy  
1½ hour/liturgy  
1¼ hour/liturgy

**Expected Length of Commitment:**

Commission is for three years.

**Qualifications Required:**

- Practices the Catholic faith through regular attendance at liturgy and reception of the Sacraments.
- Has received the Sacraments of Initiation: Baptism, Eucharist, and Confirmation.
- The Bishop, priest, and deacon are the ordinary ministers of the Eucharist. Extraordinary Ministers of Holy Communion are members of the lay faithful who are recommended by the Pastor and appointed by the Bishop to distribute the Body and Blood of Christ to a specific parish community for a period of three years. Ministers must be confirmed Catholics in full communion with the Church.