

Salem Altar Committee Duties

1. Make sure the candles are filled with oil. They will burn for two services and should be refilled after two services are completed. Usually that's two Sundays unless there is a mid-week service such as Lent, Christmas eve, or a funeral. The Paschal Candle burns from Easter to Pentecost. It is also lit for baptisms and funerals. Be sure to check the oil level
2. Make sure the correct color of altar paraments (the colored cloths) are displayed on the altar and pulpit. This usually follows the seasons of the church calendar but there are a few Sundays that interrupt the usual color. The paraments are stored on hangers in the cabinet in the pastor's room. **A calendar is available in the Pastor's room that shows the colors for each Sunday. Follow it.**
3. **Here is a general outline of the colors. There are some special Sundays that interrupt a season so pay attention to the calendar in the Pastor's room.**
 - Advent:** Blue (starts 4 Sundays before Christmas)
 - Christmas:** White (stays white through Epiphany which is January 6).
 - After Epiphany:** Green (stays green until the last Sunday before Ash Wednesday which is White for Transfiguration Sunday.)
 - Lent:** purple (starts with Ash Wednesday)
 - Easter:** White (stays white until Pentecost Sunday except for confirmation day)
 - Confirmation Sunday:** Red
 - Pentecost Sunday:** Red (This is the end of the Easter season) one day only. The next Sunday is Holy Trinity so white and then it goes green.
 - After Pentecost:** Green
 - Reformation Sunday:** Red (This is usually the last Sunday of October.) one day only, followed by All Saints Sunday which is white, then it's back to green until below
 - Christ, the King Sunday:** white (The next Sunday is Advent.)
4. Prepare communion for the first two Sundays of the month and any special days such as Easter, Maundy Thursday, etc. See directions for setting up communion.
5. Altar committee key. A key to the church is available in the pastor's room. Be sure to return it when your month is done.