Instructions for Coordinators for the Rite of Election & Call to Continuing Conversion

We will be using the order for the combined rite (RCIA, Appendix 1, #3)

Bring your parish Book of the Elect with you to the Cathedral. The names of the Elect should be read from the Book of the Elect. Do not read the names of Candidates from the Book of the Elect.

When called forward for the Rite of Election, all coordinators should proceed to the side aisle that is on the Archbishop’s side of the sanctuary. Coordinators will line up and enter the sanctuary from the side. Do not approach the sanctuary through the center gates.

You will be assisted by a member of the Archdiocesan RCIA Team as to when to approach the microphone. When you do, read the names of the elect from your parish Book of the Elect. As they hear their names called, your catechumens and their godparents will approach and enter the sanctuary.

After you have read the names of the elect, hold your book open (as though presenting or showing the names of the Elect) and move to the area directly in front of the communion rail. As you pass in front of the Archbishop, simply acknowledge him with a slight bow of the head; you may slow your pace, but you needn’t stop.

In approaching the communion rail, coordinators should alternate going to one side, and then to the other; continue to hold the Book of the Elect open, facing the Archbishop and the catechumens. A member of the Archdiocesan Team will be present to assist.

After all the names of the Elect have been read, and all coordinators are in place, the Archbishop will speak briefly to the godparents, and then to the catechumens. He will conclude by saying, “Then offer your names for enrollment.”

At this time, hold your open book up high, toward the Archbishop and the assembled catechumens. Slowly turn toward the assembly, and show them the Book of the Elect. Slowly turn back toward the sanctuary, and close your book as you lower it. This should be considered one complete movement, but do not rush. During this “enrollment” we will be singing a suitable selection (which will be printed in the worship aide).

After the concluding statement of this part of the Rite, coordinators will exit the sanctuary. In doing so, hold your books high. Return to the side aisle you are closest to when you exit the sanctuary, for the calling of the names of the candidates. (If you do not have any candidates, return to your place in the assembly.) At this time, coordinators who only have candidates will be called forward to join the coordinators who are already in place. These coordinators should go to either side of the sanctuary for the calling of the candidates.

When it is your turn to approach the microphone to read the names of the candidates, leave your Book of the Elect on the table at the entry to the sanctuary. DO NOT READ THE NAMES OF CANDIDATES from the Book of the Elect. After you have read the names of the candidates, return to the side aisle, collect your Book of the Elect, and return to your place in the assembly.
The calling of the Elect will come from this microphone only.

After the Rite of Election, coordinators exit the sanctuary toward the side aisles, for the calling of the names of the Candidates. If you do not have any candidates, you may return to your place in the assembly.

Hold your Book like this as you proceed to the communion rail and while you are standing at the rail as all the Elect are called.

Archbishop Carlson

When approaching the altar for the Rite of Election, all coordinators go to the left side of the sanctuary. If you are a coordinator who has only candidates, when you are called, approach the sanctuary from both side aisles.

After the Rite of Election, coordinators exit the sanctuary toward the side aisles, for the calling of the names of the Candidates. If you do not have any candidates, you may return to your place in the assembly. When you process out, hold your books high, like this!