



SHRINE OF

OUR LADY OF GUADALUPE

## Visiting Deacon Guide for Non-Sunday Mass

- If one of the two Deacons employed by the Shrine is assisting at Mass, they will take the lead on assisting and advise you what role to fulfill. If both Shrine deacons are at the Mass, visitors won't supplant them (additional deacons – beyond 2 – would not vest in dalmatic, stole, or alb, but may sit in the choir stalls in cassock and surplice)
- If you are the Deacon of the Word or Altar, please sit at the Priests' Bench (sedilia), located on the right side of the Altar, and sit at the right side of the Priest Celebrant (he sits in the center seat of the three). If there are 2 Deacons, the Deacon of the Word sits at the right hand of the Celebrant and the Deacon of the Altar at his left.
- Penitential Rite A is always to be used. The Deacon, if there is no music/cantor, should lead the 6-fold Kyrie after the prayer "May almighty God have mercy..."
- Sit at the celebrant's right, if you are the only deacon, during the readings.
- If asked to read the Gospel, petition the celebrant by standing directly in front of him and saying "Your blessing, Father." or "Iube, domne, benedicere."
- At 12:15 Masses, the Lector sings the Alleluia/Gospel Acclamation, but this should be discussed before Mass. The Gospel is read from the Lectionary 99% of the time, and not the Book of the Gospels. However, if incense is used, the Gospel book must be used. A Lectionary is never incensed; only the Book of the Gospels may be incensed. In the same way, a bishop **never** kisses a Lectionary, only the Book of the Gospels. Never bring a bishop the Lectionary to kiss, only a Book of the Gospels.
- After the Homily, Deacons may approach the Ambo to lead the General Intercessions (Petitions). If there is a Creed because of a Solemnity, move to the ambo during the last few lines of the Creed, bowing to the altar when you cross the center of the sanctuary. Petitions are optional at Pilgrimage Masses. Ask the celebrant.
- At the Offertory, Deacons may approach the Altar and prepare the Gifts for the Priest Celebrant. After this, please stand on the first step in front of the Altar, next to the pillar. (Hosts/wine/water are always at the credence table, never processed in.)
- Kneel on the middle step after the Epiclesis. You should be close to the pillar on the right side. If there are 2 deacons, the other mirrors you, next to the left pillar.
- When deacons are present, **altar servers do not remain on the front step of the altar** as they otherwise would (during the consecration) if there were no Deacons present.



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- If requested to do so by the principal celebrant, retrieve the veiled Ciborium from the Tabernacle during the Agnus Dei, and return the Ciborium, as needed, after Holy Communion. Do not give these hosts to any concelebrants to consume.
- The Sign of Peace is always omitted. Instead, the Agnus Dei begins at once.
- Purifications take place at the altar. In the Novus Ordo only water is to be used.
- Make sure the communion patens are purified with the index finger directly into the chalice. His Eminence directs that **a purificator never be used to wipe any paten.** Only wipe out and dry vessels with a purificator if water has been inside of it first.
- The Deacon reassembles and re-veils the chalice and takes it to the credence table.
- For the Dismissal is at the altar, only turn to the people during your spoken part, namely, “Go in peace.” and not for the priest’s parts that precede the Dismissal.
- If the celebrant opts for a three-part Solemn Blessing on a major feast, he will turn and say ‘The Lord be with you.’ Then, the Deacon turns to the people to say the invitation, ‘Bow down for the blessing’ and then turns to the altar again with the celebrant and bows low. After the Blessing, turn to the people to say ‘Go in peace.’
- If the seasonal Marian Antiphon is sung at the end of Mass, please do not leave the altar footpace until it ends. Servers should also remain completely stationary until a Marian Antiphon ends, looking towards Our Lady’s mosaic above the tabernacle. These 4 Latin antiphons are seasonal, and if the celebrant can sing, he starts them:
  - Salve, Regina (from after Pentecost Sunday until the day before Advent)
  - Alma Redemptoris Mater (Advent, through Christmas, until Feb. 2)
  - Ave, Regina Caelorum (Feb. 3 until Wednesday of Holy Week)
  - Regina Coeli (Easter Sunday through Pentecost Sunday)

Please reach out to our Director of Sacred Liturgy and Pontifical Master of Ceremonies, Fr. Zachary Edgar at [fredgar@guadalupeshrine.org](mailto:fredgar@guadalupeshrine.org) with any questions.

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