



St. Clare
OF Assisi
CATHOLIC CHURCH

LITURGICAL MINISTERS GUIDELINES AND POLICIES

General Qualifications:

Parish Member: Registered and active St. Clare parishioners.

Active: Regularly contributes time, talent, and treasure

Fully Initiated: Received all sacraments and in good standing with the Catholic Church

Marriage Status: if married, must be in a valid Catholic marriage

Required Formation

Candidates must complete:

1. Virtus certification and Fingerprinting (Archdiocesan Policy)
2. Formation - Participate in ongoing formation, training, liturgical meetings, and retreats for spiritual growth.
3. System Training - Learn the scheduling software (MSP)
4. Practical training - Complete classroom or hands-on training with the clergy/appointed coordinator and lead
5. Physical - Possess the physical energy and steady footing required to safely navigate the sanctuary steps
6. 1(one) month trial period/or 3 assignments

If new to the Parish:

7. Parish Tenure - Must be registered at St. Clare and actively participate for **one full year** to become familiar with the parish culture.
8. Letter of Good standing from the Pastor of former Church.

In exercising pastoral oversight, the Pastor and members of the liturgical team retain discretion to defer or pause an individual's ministry involvement.

This decision is made with prayerful consideration of their physical, emotional, and mental capacity to serve actively, safely and in alignment with the spirit of Christian cooperation.