**OFFICE FOR DIVINE WORSHIP**

**NOVEMBER 2014**

**NEW WEBSITE ADDRESS**

**FOR THE OFFICE FOR DIVINE WORSHIP**

**Website:** [**www.odwphiladelphia.org**](http://www.odwphiladelphia.org)

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**LITURGICAL and CIVIC CALENDAR ITEMS**

**SOLEMNITY OF ALL SAINTS**

**Saturday, November 1, 2014**

All Saints Day is not a Holy Day of Obligation this year.

*Weddings can be celebrated during Mass on the Solemnity of All Saints. The liturgical music, Mass formula and Lectionary texts are those of the Solemnity of All Saints. The Rite of Marriage is celebrated as usual following the homily. The Nuptial Blessing takes place as usual. The Solemn Blessing from the Rite of Marriage may be used instead of the Solemn Blessing for the Solemnity of All Saints.*

**THE COMMEMORATION OF ALL THE FAITHFUL DEPARTED**

**(ALL SOULS’ DAY)**

**Sunday, November 2, 2014**

*Parish evening Masses on Saturday, November 1, should be the Mass of Anticipation for the Commemoration of All the Faithful Departed rather than a celebration of the Solemnity of All Saints.*

*There is no Gloria in the Mass for All Souls Day even when it falls on a Sunday. The All Souls Day Mass is a Mass for the Dead, even on a Sunday, and this is the reason there is no Gloria at this Mass.*

*—Priests are permitted to celebrate three Masses on All Souls Day—*

The revised *General Instruction of the Roman Missal* [2010] in chapter IV, section II, on the concelebrated Mass, states:

*204. For a particular reason, having to do either with the significance of the rite or of the festivity, the faculty is given to celebrate or concelebrate more than once on the same day in the following cases: [...]*

1. *on the Commemoration of All the Faithful Departed (All Souls’ Day) all priests may celebrate or concelebrate three Masses, provided that the celebrations take place at different times, and that the norms established regarding the application of second and third Masses are observed.*

The norms established, and referenced in the *General Instruction of the Roman Missal,* are those of Pope Benedict XV, in his Apostolic Constitution *Incruentum altaris sacrificium*, August 10, 1915. The norms state:

All priests are permitted to celebrate three Masses on All Souls Day, provided these take place at different times and on condition, moreover, that while they may at their preference apply one of the Masses in favor of any person and accept for that Mass a stipend, they may not accept a stipend for the second or for the third Mass, the second of which they are bound to apply respectively for all the faithful departed and the third for the intentions of the Supreme Pontiff.

**THANKSGIVING DAY**

**Thursday, November 27, 2014**

The US proper for Thanksgiving Day found in the *Roman Missal* may be used. If the proper Mass is used, the *Lectionary* texts may come from the readings of the day or from the *Masses for Various Needs and Occasions, In Thanksgiving to God*. If food is brought to Mass for a blessing in preparation for the Thanksgiving Day meal, the Order for the Blessing of Food for Thanksgiving Day may be used as found in the *Book of Blessings*, Chapter 58.

**A PLAN FOR AN INTERFAITH OR ECUMENICAL SERVICE**

**IN ANTICIPATION OF THANKSGIVING DAY**

*Many parishes join neighboring religious communities for an interfaith or ecumenical service as part of the celebration of Thanksgiving Day. This is a commendable practice and in some areas a long-standing tradition.*

*The following is a plan for such a service.*

*If the service takes place in a Catholic Church, then only a Catholic priest presides from the priest celebrant’s chair. Interfaith and ecumenical representatives may take a place in the sanctuary. The priest celebrant wears a surplice/alb and white stole. A cope may also be worn. Liturgical ministers may be representative of the religious communities participating in the service. A collection of money or food for the poor may be a part of the service.*

*INTRODUCTION*

*--The service begins with a suitable psalm or hymn*

*--A greeting from the Roman Missal and/or an introduction to the service*

*--A collect from the Roman Missal, perhaps from Thanksgiving Day or For Giving Thanks to God*

*CELEBRATION OF THE WORD OF GOD*

*--This part of the service follows the order for the Liturgy of the Word with the usual chants. The choice of texts, in addition to a consideration of the theme, should also be considerate of the interfaith or ecumenical assembly for this occasion. The Lectionary texts may come from the section, In Thanksgiving to God. There need only be the Gospel or the usual other readings depending on the circumstances.*

*--A homily or reflection may follow by the priest or by a representative of the other religious communities.*

*--A hymn of praise may follow the homily or reflection.*

*UNIVERSAL PRAYER, LORD’S PRAYER AND BLESSING*

*--The Universal Prayer takes place as usual. In an ecumenical service the Lord’s Prayer concludes the Universal Prayer. In an interfaith service, a concluding prayer, perhaps one of the collects not used during the Introduction may be used. The service ends with a Trinitarian blessing in an ecumenical service or a suitable prayer of blessing in an interfaith service.*

*--The service ends with a suitable psalm or hymn.*

**FIRST SUNDAY OF ADVENT**

**Sunday, November 30, 2014**

The Blessing of an Advent Wreath may take place at the conclusion of the Universal Prayer. See *Book of Blessings*, Chapter 47, Order for the Blessing of an Advent Wreath.” The Advent Wreath need only to be blessed once, perhaps at the Anticipated Mass for the First Sunday of Advent.

*As we approach the beginning of another year on the Liturgical Calendar, please note the Lectionary cycles for 2015 are:*

*Sunday Cycle – Year B*

*Weekday Cycle - 1*

**COLDS AND FLU**

**AND THE CELEBRATION OF THE SACRED LITURGY**

* Ministers of Holy Communion should wash their hands before Mass begins, or even use an alcohol based anti-bacterial solution in the pew before distributing, and after purifying their fingers after the distributing Holy Communion;
* People feeling ill should avoid receiving Communion from the chalice.

Priests are encouraged to use good pastoral common sense to allay the fears of the faithful during cold and flu season. An example of this might include refraining from the use of the Sign of Peace during the celebration of Mass and reminding the faithful not to receive the Precious Blood if they are ill.

**CHRISTIAN INITIATION OF ADULTS**

The Office for Divine Worship has the responsibility for direction, guidance and support of pastors and those who collaborate with them in the formation of adults for Christian Initiation. Additional information on Christian Initiation for Adults can be found on the website for the Office for Divine Worship, under the heading *Christian Initiation*.

**DEANERY COORDINATORS FOR CHRISTIAN INITIATION**

**WHO IS A DEANERY COORDINATOR FOR CHRISTIAN INITIATION?**

A deanery coordinator represents one of the twelve deaneries within the Archdiocese of Philadelphia for the Office for Divine Worship. As a representative, the deanery coordinator collects and relays helpful information for parishes and institutions within the deanery for the ministry of Christian Initiation at all levels.

**WHAT INFORMATION IS COLLECTED AND RELAYED?**

*(All liturgical celebrations take place in proper parish.)*

* + 1. Weekly Catechetical Sessions for Catechumens and Candidates
		2. Modified Catechetical Sessions for Baptized Catholic Adults
		3. Mystagogia Sessions during the Easter Season
		4. Baptism Preparation Sessions
		5. Parent and Godparent Instructions Sessions for Penance, Confirmation and First Holy Communion
		6. Retreats for Catechetical Age Candidates
		7. Retreats for Adult Catechumens and Candidates
		8. Assemblies and Masses for the Neophytes

**HOW IS THIS INFORMATION COLLECTED AND RELAYED?**

Each deanery coordinator contacts each parish and institution within the respective deanery and inquires about and collects the Christian Initiation resources scheduled and available. This information is then collated and shared with the Christian Initiation Coordinator in the parish and the Director of Religious Education. This information is also shared with the Office for Divine Worship as a reference. Parishes and institution will be encouraged to share resources when desired and necessary.

**PARISH BULLETIN INQUIRY ANNOUNCEMENT**

The following is provided as a guide for parish bulletin announcements for the Inquiry Period of Christian Initiation. This announcement respects the various groupings of adults who are seeking information on the Sacraments of Christian Initiation:

**DO YOU HAVE QUESTIONS**

**ABOUT THE CATHOLIC FAITH**

Saint N. Parish offers year round opportunities for people seeking more information about the Catholic Faith, the Sacraments and living the Christian Life. These opportunities are for adults who would like to inquire about following Jesus and becoming a member of the Catholic Church, or, if you are already a baptized Christian, would like to become a Catholic, or, if you are already a baptized Catholic, would like to receive Confirmation and Holy Communion. There are many people like yourself inquiring and we are ready to answer your questions.

Please contact the Parish Office for more information.

**INSTITUTE FOR CHRISTIAN INITIATION**

This Institute is a comprehensive, in-depth, and practical seminar, exploring and explaining the *Rite of Christian Initiation of Adults* including:

* Liturgical and theological reflections on the steps and periods
* Demonstrations of all liturgical rites
* Plans for practical parish implementation
* Discussion of pastoral and canonical concerns

**SATURDAYS, 9:00 AM—3:00 PM**

November 8, 2014

January 24, 2015

February 14, 2015

Archdiocesan Pastoral Center

222 North 17th Street

Philadelphia, PA 19103

*For Pastors, Priests, Deacons, Coordinators, Parish Teams,*

 *Catechists, and Liturgical Musicians*

*To register, call or e-mail, the Office for Divine Worship*

*For more information, check the attached flyer.*

**EXTRAORDINARY MINISTERS OF HOLY COMMUNION**

* **All Extraordinary Ministers of Holy Communion are to have an appointment letter from the Archbishop.**
* Candidates are to be fully initiated practicing Catholics, high school graduates, validly married, if married, and recognized for faith and devotion to the Holy Eucharist as well as for service in the parish/institution.
* Pastors and chaplains are encouraged to send new Extraordinary Ministers of Holy Communion to the archdiocesan formation sessions. Current Extraordinary Ministers of Holy Communion are also welcome to these sessions.
* Extraordinary Ministers of Holy Communion typically serve for three years. Pastors/chaplains may renew terms, if agreeable and in consultation with the minister.
* Pastors and chaplains are reminded to inform the Office for Divine Worship if they conduct their own formation and to send to this office their request for new Extraordinary Ministers of Holy Communion.
* Request forms can be found on the Office for Divine Worship website. Letters of Appointment from the Archbishop will then follow.
* Extraordinary Ministers of Holy Communion are appointed for a three-year term and for the place where they are commissioned. Terms may be renewed if agreeable to both the pastor/chaplain and the minister.
* All records of active Extraordinary Ministers of Holy Communion are maintained by the parish/institution.
* **Extraordinary Ministers of Holy Communion are commissioned after participation in a training session, according to the form found in the *Book of Blessings*, Chapter 63, “Order for the Commissioning of Extraordinary Ministers of Holy Communion.”**

• Extraordinary Ministers of Holy Communion only serve in the parishes/institutions for which they are commissioned.

**UPCOMING WORKSHOPS**

**FINAL FALL WORKSHOP**

**FOR EXTRAORDINARY MINISTERS OF HOLY COMMUNION**

All Archdiocesan Workshops for Extraordinary Ministers of Holy Communion meet from 7:00 pm to 9:00 pm.

* ***November 13,*** *Corpus Christi Church, Lansdale PA*

*Register for this workshop directly online at the Office for Divine Worship website*

*or call the Office for Divine Worship.*

**FINAL FALL WORKSHOP FOR LECTORS**

All Archdiocesan Workshops for Lectors meet from 7:00 pm to 9:00 pm.

* ***November 5,*** *Saints Simon and Jude Church, West Chester PA*

*Register for this workshop directly online at the Office for Divine Worship website*

*or call the Office for Divine Worship.*

**FINAL FALL PART I CANTOR TRAINING CLASS**

Cantor Training Class meets from 7:30 pm to 9:30 pm.

* ***November 4,*** *Saint Bede the Venerable, Holland PA*

*Register for this class directly online at the Office for Divine Worship website*

*or call the Office for Liturgical Music.*

***PLEASE CHECK THE OFFICE FOR DIVINE WORHSIP WEBSITE***

***FOR ADDITIONAL WORKSHOPS***

***FOR THE LITURGICAL MINISTRIES***

**ANNUAL EUCHARISTIC DEVOTION**

The ritual book, *Holy Communion and Worship of the Eucharist outside Mass*, number 86, proposes:

In churches where the Eucharist is regularly reserved, it is recommended that solemn exposition of the Blessed Sacrament for an extended period of time should take place once a year, even though this period is not strictly continuous. In this way the local community may reflect more profoundly upon this mystery and adore Christ in the sacrament.

The Archdiocese of Philadelphia, dating from the time of the saintly Bishop John Neumann, has observed the tradition of the annual Forty Hours Devotion in our parishes and other institutions. Often the dates for the Annual Eucharistic Devotion center on the feast day of the parish or institution or the date of the dedication of the church or chapel. The Chancery Office maintains the calendar of the Forty Hours Devotion. To check on the dates or to adjust the dates when your parish is scheduled for the Forty Hours Devotion, contact the Chancery Office, 215-587-4538.

**Important copyright Information**

**for reprinting liturgical music and texts**

The Office for Divine Worship (and the Cathedral Basilica of Saints Peter and Paul) holds copyright licenses for OCP, GIA, and WLP. The use of these copyright licenses belongs solely to the Office for Divine Worship and its publication of guides for the celebration of the Sacred Liturgy at the Cathedral Basilica of Saints Peter and Paul. Each parish should obtain copyright licenses for reprinting liturgical music and texts in any guides for the celebration of the Sacred Liturgy within your parish community.

It is possible to obtain on-line copyright licenses from all three of these liturgical music publishers at the following addresses:

* GIA Publications: http://www.onelicense.net/
* OCP http://www.licensingonline.org/
* World Library Publications http://www.wlp.jspaluch.com/reprint\_permissions.htm

**links to helpful information**

**MAKE SURE**

**YOUR PARISH RECEIVES THE MOST CURRENT INFORMATION**

Please notify the Office for Divine Worship if there are any changes to the Coordinators serving as liaisons between your parish and the Office for Divine Worship. The Coordinators Contact Form is available online as a [PDF](http://www.odwphiladelphia.org/wp-content/uploads/2014/02/Coordinator-Data-Collection-Form.pdf) or [Word](http://www.odwphiladelphia.org/wp-content/uploads/2014/02/Coordinator-Data-Collection-Form.docx) file.

**For the latest news on Liturgical Music in the Archdiocese** visit:

[*http://www.odwphiladelphia.org/liturgical-music*](http://www.odwphiladelphia.org/liturgical-music).

**FOR THE MOST RECENT NEWSLETTER FROM THE USCCB**

Individual issues of the Newsletter are posted online approximately three months after they have been released to subscribers. The most recent newsletter available is April 2014,

[*http://www.usccb.org/about/divine-worship/newsletter/upload/newsletter-2014-04.pdf*](http://www.usccb.org/about/divine-worship/newsletter/upload/newsletter-2014-04.pdf)*.*

For information on subscribing to the newsletter, visit:

[*http://www.usccb.org/about/divine-worship/newsletter/*](http://www.usccb.org/about/divine-worship/newsletter/)*.*

**For past monthly mailings of the office for divine worship** visit:

[*http://www.odwphiladelphia.org/sacred-liturgy/monthly-mailings/*](http://www.odwphiladelphia.org/sacred-liturgy/monthly-mailings/)*.*