



Serving as Chaplain to the Bishop

Clergy or laity may serve as chaplain.

If you are assisting at a church other than your home church, meet with the vergers or someone familiar with the host church to review the order of service and walk through the space to locate where you will be seated. Locate a place/stand for the crozier. It's a good idea to be near the Bishop.

1. Vest in cassock/surplice or an alb.
2. Clergy gather before service to pray. Chaplain stands by Bishop and holds the crozier.*
3. Bishop processes with crozier. Chaplain carries Bishop's order of service.
4. Chaplain walks in front of Bishop in both procession and recession.
5. Bishop stops at front rail to face congregation. Bishop trades crozier for the order of service. Chaplain stands on Bishop's left. Crozier is held with hook facing forward.
6. Chaplain waits for the Bishop to move and then follows with the crozier.
7. Chaplain places in a stand/against a corner and is seated near Bishop.
8. Bishop removes mitre. Bishop wears mitre during ordination/confirmation and at the end of Eucharist for the blessing.
9. Chaplain stands to the left of Bishop with crozier during confirmations and ordinations.
10. If Bishop is celebrant, chaplain moves to retrieve the crozier at the end of Eucharist before final blessing.
11. Chaplain recesses out in front of Bishop and takes crozier in the narthex.
12. The chaplain remains at the Bishop's side as he greets parishioners at the end of the service.

**Facts about the crozier:*

- The Crozier is the symbol of the Bishop's authority.
- The only time the hook faces back is if the Bishop is deceased.
- Visiting Bishops never carry a crozier or have a Bishop's Chaplain... unless it's the Presiding Bishop, of course!