



SAINT JAMES' EPISCOPAL CHURCH

GUIDELINES for FUNERALS and MEMORIAL SERVICES

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The liturgy for the dead is an Easter liturgy. It finds all meaning in the resurrection. Because Jesus was raised from the dead, we too, shall be raised.

The liturgy, therefore, is characterized by joy, in the certainty that "neither death, nor life, nor angels, nor principalities, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord."

This joy, however, does not make human grief unchristian. The very love we have for each other in Christ brings deep sorrow when we are parted by death. Jesus himself wept at the grave of his friend. So, while we rejoice that one we love has entered into the nearer presence of our Lord, we sorrow in sympathy with those who mourn.

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The Burial Service

Subsequent to a death, surviving family members and/or those responsible for making the funeral arrangements should contact the Church and consult one of the parish priests. This is especially important if no prior planning or contact has been made with a funeral home. Your priest will help guide you toward making appropriate and reasonable decisions regarding the funeral.

Selection of a time for the service should be based on the needs of the family, the expectation or lack thereof of out-of-town mourners, and the availability of the Church. This should be done in consultation with the priest prior to establishing a day and time with the funeral home.

Saint James' uses The Book of Common Prayer for all services. The Holy Eucharist is customarily celebrated at funerals; however, it is not required. All baptized Christians present who are able to receive communion in their own Church will be invited to participate in and receive Holy Communion. The Prayer Book Service of The Burial of the Dead with Communion takes approximately forty-five minutes to an hour, depending upon the number of people receiving communion. A sermon is preached at all funerals at Saint James'.

The coffin or urn may be already in place in the Church or may be a part of the opening procession. A coffin is always closed in the church and is covered with a pall, a hanging placed over the casket instead of flowers or a flag.

Participating Clergy

The parish priest who has helped the family members prepare for the funeral is the appropriate priest to preside at the burial rite. If an Episcopal priest other than one from Saint James' parish staff is desired to assist (or officiate), the permission and invitation of the Rector is required according to The Canon Law (Title III, Canon 21, Section 5a). The location of the funeral other than in the parish church changes nothing; non-parochial priests may only function with the permission and invitation of the Rector of the parish.

Guest clergy (other than Episcopal priests and deacons) are invited from time to time to read the lessons and lead prayers.

Readings from Scripture

During the service, one to three readings from the Bible are read. You can choose a reading from the Old Testament, a psalm (read by the congregation as a whole), a reading from the New Testament, and a reading from the Gospel. The parish priest will assist you in selecting the readings. A deacon, priest, or bishop reads the Gospel. Lectors available from the church can read from the Old Testament and the New Testament. If the family would like a family member or friend to read a lesson, please take into careful consideration the emotional state of that person in respect to the deceased. A friend or family member may also offer some reflections on the life of the deceased. The following readings are those authorized for The Burial of the Dead:

Old Testament:

Isaiah 25:6-9 (*He will swallow up death in victory*)

Isaiah 61:1-3 (*To comfort all that mourn*)

Lamentations 3:22-26, 31-33 (*The Lord is good unto them that wait for him*)

Wisdom 3:1-5, 9 (*The souls of the righteous are in the hand of God*)

Job 19:21-27a (*I know that my Redeemer liveth*)

Psalms:

Psalms 23, Psalm 27, Psalm 42, Psalm 46, Psalm 90, Psalm 106,

Psalm 116, Psalm 121, Psalm 130, Psalm 139.

New Testament

Romans 8:14-19, 34-35, 37-39 (*The glory that shall be revealed*)

I Corinthians 15:20-26, 35-38, 42-44, 53-58 (*Raised in incorruption*)

II Corinthians 4:16-5:9 (*Things which are not seen are eternal*)

I John 3:1-2 (*We shall be like him*)

Revelation 7:9-17 (*God shall wipe away all tears*)

Revelation 21:2-7 (*Behold, I make all things new*)

Gospel:

John 5:24-27 (*He that believeth hath everlasting life*)

John 6:37-40 (*All that the Father giveth me shall come to me*)

John 10:11-16 (*I am the good shepherd*)

John 11:21-27 (*I am the resurrection and the life*)

John 14:1-6 (*In my Father's house are many mansions*)

Music at the Funeral Ceremony

There is a wealth of beautiful and appropriate sacred music that is suitable for use in the context of the Burial of the Dead. We recommend that three or four hymns from the Episcopal Hymnal 1982 be sung. Suitable times for hymns are at the opening procession; before the Gospel reading; as the altar is prepared during the offertory; and at the end of the service.

Some hymns appropriate for the Burial of the Dead:

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| 208 The strife is o'er | 287 For all the saints |
| 293 I sing a song of the saints of God | 473 Lift high the cross |
| 620 Jerusalem, my happy home | 625 Ye holy angels bright |
| 637 How firm a foundation | 646 The King of love my shepherd is |
| 662 Abide with me | 671 Amazing grace! |
| 680 O God, our help in ages past | 688 A mighty fortress is our God |
| 690 Guide me, O thou great Jehovah | 691 My faith looks up to thee |
| 707 Take my life and let it be | 708 Savior, like a shepherd lead us |

Reserved Seating

Pews will be reserved at the front of the church for the family and for pall bearers. Please let the priest know ahead of time how many pallbearers there will be and how many family members will be seated in the reserved area.

Flowers at the Service

Saint James' is blessed with a competent and talented florist, who will provide flowers at the altar during the funeral. Floral sprays and decorations sent by family and friends will not be displayed in the church. These should, more appropriately, be sent to a family member's home or to the funeral home.

Visitations

Visitation is appropriately done at the funeral home, or at the church where the casket may be open family and friends can have a time of goodbyes. The appropriate times for the visitation are the evening before the service or 1 hour prior to the service on the day of the funeral. The casket is never open during the funeral or burial service.

During the Service Itself

Members of the family will be gathered to receive the body. This will be explained and discussed by the officiating priest in the course of preparations for the funeral. The congregation will be invited to stand, sit, and kneel as full participants in the service following the rubrics of the Prayer Book, and will be invited to receive communion at the appropriate time and place.

Service Leaflets

It is our policy that service leaflets for the funeral be produced by the funeral home. The priest shall have final approval of the content.

Guest Book

The funeral home (or family) normally provides a guest book for congregants to sign.

Ushers

Ushers at the funeral fulfill two important responsibilities: seating of guests, and ushering of the congregation to the Altar Rail to receive Holy Communion. We will provide ushers at all funerals that include Holy Communion.

Memorial Gifts

Gifts to the church may be made by individuals or by the family of the deceased.

At the Graveside

The committal service is brief. It is normally held after the church service. Family and friends may choose for this to be a private service or may open the service to all.

Extra liturgical

Ceremonies, such as military honors or those conducted by fraternal organizations may be held prior to service or subsequent to the church's Committal Service.

Receptions in the Parish Hall

The family is responsible for any food to be served, this includes catering, servers, and room set up and clean up. It is desirable that the reception following a funeral be before the grave-side service in consideration of the people who are unable to attend the grave-site.

Displays of pictures of the deceased and other memorabilia may be displayed on a table in the Parish Hall, along with any flowers that are in addition to the altar flowers.

Cremation

Cremation is an acceptable practice within the Episcopal Church. If the ashes are to be present at the burial service, please coordinate the delivery of ashes to the church with the officiating priest. It is custom that following the service, ashes are either interred in a committal service, or returned to the family for a later committal.

Vestry Approved Fees

	<i>Parishioner*</i>	<i>Non-Parishioner</i>
Use of Church	\$0	\$300
Use of Parish Hall	\$0	\$200
Priest/ Celebrant	Honorarium**	\$300
Organist/Choir	\$300	\$300
Altar Flowers	\$90	\$ 90
Security	\$100	\$100
Sexton	\$100	\$150
A/V Technician	<u>\$100</u>	<u>\$100</u>
Total	\$690	\$1,540

Optional – additional fees

Jazz Ensemble	\$1,500	\$1,600
Vocal Soloist	\$ 100	\$ 150

All fees must be paid in full prior to the service and are to be paid to St. James' Episcopal Church.

*Parishioner may be defined, at the discretion of the Rector, as an active member and/or immediate family member of an active member.

**The honorarium will be given to the officiating priest directly. He/she may place in the rector's discretionary fund.