

LECTOR GUIDELINES

9/2011

PREPARATION & GENERAL HINTS

Read the appropriate Sunday Scriptures in the Workbook during the week before your scheduled reading. The Workbook also provides insightful commentary to help you understand and present the readings, as well as providing a pronunciation guide. The ideal is to pray with the scripture through the week. It is also a good practice to prepare for both readings, in case your fellow lector is not there.

Dress appropriately.

Arrive 15-20 minutes before Mass and sign in, please. Check with the Liturgical Assistant, Sue Unger and/or Father to receive any special instructions. The First Lector should review the Prayers of the Faithful and ask for correct pronunciations of names that appear difficult. The Second Lector should review the announcements, also. (That person should also place the Lectionary and Prayers of the Faithful/Announcements sheet up at the ambo at the 5:00 Mass.)

Make sure the microphone at the ambo is working.

If you are short, be sure to use the pull-down step at the ambo so that you can see and be seen by the congregation and will be close enough to the microphone to be heard. Be sure to fold the step back up when finished.

Talk slowly and distinctly and enunciate the words. As you proclaim the Word, follow the text with your finger so that you don't lose your place as you look up at the congregation. It is helpful to slide the lectionary, if necessary, so that the text you are proclaiming is directly under the microphone at all times.

Dropping your voice volume before the end of a sentence is a "no-no" – this creates little phrases and the meaning of the sentence or thought of the author is lost. If the content of the reading is a story or narrative, consider some use of different "voices" for the characters in the story.

DURING MASS

LECTOR 1: Locate the Book of the Gospels and join the other ministers at the rear of the church 5-10 minutes before Mass begins.

During Procession, carry the Book of the Gospels at chest height, behind the cross and acolytes. When the group reaches the sanctuary, continue to hold the book, and as the presider and others bow, nod your head in reverence. Proceed to the altar, but wait for Father to kiss the Altar before standing the Book of the Gospels upright in the middle of the altar. Go to your seat in the congregation.

LECTOR 2: Be prepared at the ambo and begin the Welcome when Father signals you from the rear of the church. Afterwards, go to your seat in the congregation.

(*NOTE: the announcements are read after Communion.)

LECTOR 1: After the Opening Prayer, approach the ambo. Read the reading, pause for a second and end with "The Word of the Lord". Step back, pause meditatively, counting to 15. Return to your seat.

LECTOR 2: After the Psalm, go to the ambo and read the second reading, pause and say, "The Word of the Lord". Close the lectionary and place it on the shelf under the ambo. Step back and pause meditatively for 30 seconds and return to your seat.

LECTOR 1: Return to the ambo during the "I believe in the Holy Spirit..." portion of the Creed, ready to begin the Prayers of the Faithful when the Presider concludes the intercessions introduction. Return to your seat when the congregation is seated after the Presider's concluding prayer.

LECTOR 1 and LECTOR 2: During the Presentation of the Gifts, both the First and Second Lectors move forward to join the Presider and Liturgical Assistant at the foot of the altar. The Presider will hand the Lectors the Book of Intentions and the offering basket. After bowing, one Lector places the Book of Intentions open on the upper left corner of the altar. The other Lector places the offering basket in front of the altar.

LECTOR 2: After the Communion Closing Prayer the 2nd Lector or a special speaker will do the announcements. Return to your seat for the Final Blessing and the Recessional Hymn.