

GENERAL GUIDELINES FOR LECTORS- SACRED HEART PARISH

The ministry of Lector is an important and essential part of our worship together as a community. Each time you proclaim the Word of God, you both proclaim the Word to the community and by your witness, proclaim your faith in that Word.

PUNCTUALITY:

Please plan to arrive at least 15 minutes before Mass is scheduled to begin. You will need this time to make sure the Lectionary is properly set up and to familiarize yourself with the location of your assigned reading in it. Also, check your name off the minister schedule.

Just before Mass begins, all the ministers - Lectors, Servers, Eucharistic Ministers, Deacon, and Priest will gather in the foyer for a moment of prayer together.

DRESS:

Your attire should reflect your reverence for the Word of God that you are proclaiming. This means no jeans. Nice slacks for either men or women. Ladies, if you wear a dress or skirt, make sure it is no shorter than just above the knee. No tee shirts. Purses, rainwear and heavy coats should be left either in the pew or placed in the ministers room.

ENTRANCE PROCESSION:

The Lectors follow the cross bearer and servers in procession. When you reach the foot of the altar, move to the side and wait until all the ministers and the priest are standing in front of the altar. Then all ministers and the priest will genuflect (if you can) or bow together. Ministers will then go to their pew.

FIRST READING:

Immediately after the Opening Prayer, the first Lector comes forward to read. As you approach the bottom step, stop and reverence the altar, then proceed to the ambo. Allow yourself a second or two to become settled, relax your breathing and establish eye contact with members of the congregation. Begin by announcing "a reading from..." DO NOT say "the first reading today is...." Do not read the chapter and verse.

SACRED SILENCE:

A graceful and prayerful pause between the readings is very important to allow the congregation time to reflect on the Word. After each reading, the lector should remain standing at the ambo for a few moments, before returning to your seat. DO NOT reverence the altar as you return to your seat.

SECOND READING:

The second reader should remain seated and wait until the cantor has completed the responsorial psalm and returned to his/her seat. Then the second reader comes forward, reverences the altar, moves to the ambo and proceeds with the proclamation of the second reading in the manner described under reader one.

If the Book of Gospels is on the altar, after your reading place the lectionary on the shelf in the ambo before returning to your seat.

PREPARATION

Preparation for your assigned reading begins at least the week before. Preparation on your own should include the reading and re-reading of the passage, checking other sources (especially the workbook) for interpretation and pronunciation of strange words (particularly names and places). There should be time for prayerful reflection on the application of the Word to our lives today. By starting early in the week, you can let the Word turn over in your mind throughout the week and literally take flesh within you.

Read aloud to yourself or to your family. Reading aloud will help to indicate words and phrases that need to be stressed, natural points for pausing and voice inflections - particularly when the reading contains dialogue, poetry, or dramatic language. Read facing a mirror to practice looking up and establishing eye contact during your reading. Read into a tape recorder and listen to how you sound. Can you understand what you are saying?

READING AT MASS:

Read slowly and confidently. If you think you are reading too slowly, you are probably about right. Read with confidence and strength - let your preparation show and let the Word speak through you. By reading slowly and proclaiming the Word confidently, you will find that your diction and enunciation will improve also. Vary your pace somewhat, too. Read in connected phrases and words to bring across the meaning of the passage. Do not be afraid to put some animation and life into the people in the reading. If it is a dramatic reading, read it dramatically!

USE OF MICROPHONE:

Speak loudly enough so that you would be normally heard without a microphone in the fourth row of pews. The microphone will easily pick you up without a problem. You should be able to hear yourself being amplified. Be careful not to lower your voice just because you know it is being amplified. Also be careful not to drag the page or book across the microphone.

SUPPORT EACH OTHER IN YOUR MINISTRY:

A complimentary word on a good reading helps to really build confidence. Watch each other and notice the good points each person has. No two people read alike. The important thing is to allow your own faith to shine through and touch others.

SCHEDULES:

Pick up your monthly schedule in the foyer of the church. If you have a conflict, have to be away, or are sick, **IT IS YOUR RESPONSIBILITY TO SECURE YOUR OWN SUBSTITUTE.** If you are filling in for someone, please substitute your name on the schedule in the ministers' room. When asked to help someone out, please be generous - you may need a sub too! You will be given a list of lectors and phone numbers for your convenience.

RECESSIONAL:

Lectors and Eucharistic ministers will no longer recess out with the servers, deacon and priest. Remain in your seat and leave with the rest of the congregation.