

LECTOR GUIDELINES

Prior to Mass

1. Become familiar with your required Readings prior to arriving at your scheduled Mass. Missalettes are always available for you to take home. Make a note of difficult words, names, places, etc. There is a book on correct pronunciation for all of these words in the Sacristy that you can use as a reference.
2. Arrive a minimum of 15 minutes before the start of your scheduled Mass
3. Review the Lector Binder in the sacristy. Make sure the name of the Priest and Deacon (if a Deacon is present) are in the binder. Please pay specific attention to family names in the opening announcements. If you are not 100% sure, please ask!! Family members may be in attendance at the Mass. Also double check that the ribbons are in place for the correct readings of the weekend.
4. Lector responsibilities
 - a. Opening announcements - **Lector #1**
 - b. First Reading - **Lector #1**
 - c. Responsorial Psalm - **Music Ministry - if Music Ministry is not present or will not sing the Responsorial Psalm Lector #1, (check with Music Ministry prior to start of Mass);**
 - d. Second Reading - **Lector #2**
 - e. Prayers of the Faithful - **Deacon, if Deacon is not present Lector #2**
 - f. Final announcements at end of Mass - **Lector #2**
 - g. **NOTE: If only one lector is present that lector does both parts**
5. Once the lectors are comfortable with all of the reading materials, Lector #1 should bring the Lectionary and the black 3-ring binder to the lectern in the following manner:
 - The lector shall use the side, not the center aisle. The lector shall reverence the Tabernacle from the foot of the stairs by genuflecting or bowing. The lector shall not 'display' the Lectionary but rather should carry it much as one might carry a schoolbook. Place the 3-ring binder on top of the lectern open to the appropriate tab, place the lectionary below and adjust the microphone so that it is positioned just under your chin. Then return to the Narthex (foyer) and await the beginning of the Mass; Do not remain seated behind the lectern

Start of Mass

1. **Lector #1**, following the Celebrant's go-ahead, proceeds, empty-handed to the foot of the altar via the center aisle, bows, moves to the lectern and reads the

opening announcements., then say, “Please rise for the opening hymn” and let the music ministry announce the entrance hymn

2. **Lector #2** will process in, empty-handed, always directly behind the Altar Servers and in front of the Eucharistic Ministers; step directly to the foot of the stairs, slightly to the left of center and wait for the celebrant to reach the stairs and bow. At this time, turn to the left (allow the altar servers to climb the stairs), walk past the petition book and climb the stairs on the opposite side of the lectern.

During the Mass

1. After the Opening Prayer, the celebrant sits.
2. **Lector #1. First Reading** - Lector #1 then approaches the lectern to read the first reading. Begin by reading the opening line “ A reading from the book of ...”, pause for a second and then do the reading. After the reading pause for a second or two and say “The word of the Lord” The congregation will respond “Thanks be to God If music ministry is singing Responsorial Psalm return to your seat
3. **Music Ministry or Lector #1 if Music Ministry is not singing the psalm Responsorial Psalm** - If you are lecturing at a Mass, where the Music Ministry will not sing the Psalm, pause after the first reading by saying a silent Hail Mary and then begin reading the Responsorial Psalm by reciting the actual responsorial verse. Do not say the words, “Our responsorial psalm is...”
4. **Lector #2. Second Reading.** After Lector #1 sits, go to the lectern to read the second reading. Begin by reading the opening line “ A reading from the book of ...”, pause for a second and then do the reading. After the reading pause for a second or two and say “The word of the Lord” The congregation will respond “Thanks be to God”. If there is no Deacon or if Deacon Koniers is at the mass turn the page to the Gospel reading and return to your seat. If a Deacon besides Deacon Koniers is assisting at the Mass, please close the Lectionary and place it on the shelf in the lectern and return to your seat. (Deacon Koniers prefers not to use the Book of Gospels)
5. **Deacon or Lector #2 if Deacon is not present. Prayers of the Faithful.** During the Creed, Lector #2 goes to lectern, opens 3-ring binder to the Prayers of the Faithful. If a Deacon is present Lector #2 returns to their seat. If a Deacon is not present Lector #2 remains standing and when the Priest says “let us offer our prayers” - Lector #2 reads prayers of the Faithful
6. During the Eucharistic Prayer, if it is possible, kneel in front of the chairs as the altar servers do. However, if you feel more comfortable kneeling behind the chairs, please mention this to your partner, so that you are both kneeling in the same position.
7. After sharing a sign of peace with each other and the Altar Servers, please remain standing at your seats through the “Lamb of God” until the Celebrant consumes the Holy Eucharist. At that time, approach the Altar with the Altar Servers

8. **Lector #2. Final Announcements.** After the celebrant says the Prayer after Communion, Lector #2 should read final announcements
9. At the conclusion of Mass lectors should transport the Lectionary and the 3-ring binder during the recessional. The Lectionary is to be carried by Lector #2 in both hands so that the front of the book faces forward towards the congregation, not elevated but about chest high. Both Lectors should descend the stairs in the cut-out by the petition book and walk toward the celebrant. Turn to face the altar awaiting the celebrant's signal to bow. Lectors should process out side-by-side, directly behind the Altar Servers and in front of the Eucharistic Ministers.
10. Deposit books in the sacristy in preparation for the following Mass

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