

HANDBOOK FOR LECTORS



**OUR LADY OF THE ASSUMPTION CHURCH
CARMICHAEL, CALIFORNIA**

**REVISED AUGUST 2016
REV. EDUINO SILVEIRA, PASTOR**

SERVING AS LECTOR AT SUNDAY MASS

OUR LADY OF THE ASSUMPTION CHURCH

Thank you for your service as Lector. According to the *Rites Book II*, under the “Institution of Reader,” the Reader is one who proclaims, rather than reads the Word of God to the people of God. We call Readers “Lectors” in the parish, but the ministry is the same—Proclaimers of God’s Word. Because your job is so important, there are some basic expectations for all Lectors:

- **Please follow your scheduled serving times.** If you are unable to serve on your scheduled day, you are responsible to request a substitute through the computer system. On the schedule generated by Ministry Scheduler Pro, two readers are listed. The person listed first will be “Lector 1,” and the second person listed will be “Lector 2.”
- **Be familiar with the reading and prayerfully prepare** in advance of your scheduled day. The People of God have a right to good proclamation, and God’s Word demands no less than our best. Practice reading out loud and look up from time to time in order to make eye contact with the members of the assembly. Even consider making an audio or video recording of yourself from time to time to assess how you look and sound while you are reading. Utilize the *Workbook for Lectors* which the parish provides for Lectors prior to the start of the new Liturgical Year.
- Please **prepare yourself outwardly** for ministry by dressing modestly and appropriately for Mass. This ensures that the message of the Word of God will be unencumbered by nonverbal communication your clothing may send.

BEFORE MASS

Please arrive at least 15 minutes prior to the start of Mass to sign in and prepare for service.

Ensure that all books needed for Mass are in their proper places:

- The Lectionary should be on the ambo and opened to the page with the First Reading.
- The folder containing the Universal Prayers and the Announcements should be on the left side of the ambo.
- When the Deacon is assisting, the Book of Gospels will be used, and he will be responsible for it. Lector 2 should place the *Lectionary* in the space under the ambo after the Second Reading.

Lectors should consult with the Presider or the Music Director regarding proper pronunciation of words as needed.

Familiarize yourself with the Universal Prayers and/or the Announcements. (Lector 1 is normally is responsible for reading the announcements; Lector 2 normally is responsible for reading the Universal Prayers. When the Deacon is assisting, he normally reads both.)

Gather at the rear of the church about three minutes before Mass is to begin. All ministers are responsible for creating a welcoming atmosphere. Please greet people who come in and pass by you in the back of the church with a simple 'Good morning' or 'Good evening'.

ENTRANCE PROCESSION

- Cross Bearer
- 2 Candle Bearers - behind Cross Bearer to his/her right and left
- 2 Lectors
- Deacon (if present) with Book of Gospels
- Priest

The Cross Bearer leads the procession at a relaxed pace, other ministers follow, leaving space between them and the person(s) in front of them. Ministers in procession sing opening hymn with the assembly. When the procession reaches the sanctuary, lectors genuflect or bow (follow the lead of the Presider). Both lectors then ascend the steps and take their place at the chairs behind the ambo. All ministers will remain standing and singing with the people.

INTRODUCTORY RITES

All ministers join the assembly in sung and spoken responses, as examples of participation for the people.

LITURGY OF THE WORD

After the people's "Amen" to the Collect, Lector 1 stands and steps up to the ambo. It is a good idea to take a moment before beginning to ensure that people are settled and able to listen. He/she proclaims the reading, takes a prayerful pause, and then says or sings the concluding acclamation (The word of the Lord). The assembly will respond (Thanks be to God). After the response, Lector 1 returns to his/her chair behind the ambo.

The Responsorial Psalm will be sung by a cantor at Sunday Mass. The cantor will wait for Lector 1 to be seated before rising and going up to the ambo.

Following the Psalm, Lector 2 waits for the cantor to return to his/her seat behind the ambo. Lector 2 will then stand and step forward. He/she proclaims the reading, takes a prayerful pause, and then says or sings the concluding acclamation (The word of the Lord). The assembly will respond (Thanks be to God). After the response, Lector 2 leaves the Lectionary where it is and then waits for Lector 1 to walk up to the ambo. *(If a Deacon is present, Lector 2 will close the Lectionary and place it in the space under the top of the Ambo.)* Together they descend the sanctuary steps* and turn and bow in reverence to the Altar before returning to their places. After the lectors have both bowed, the cantor will rise and walk up to the ambo to sing the Gospel Acclamation.

*Note: The Lectors may also choose to walk down the side ramp instead of going down the sanctuary steps. Coordinate with the other Lector before Mass if this is how you wish to exit the altar area.

The Profession of Faith usually follows the homily. The Universal Prayer follows the Profession of Faith. The petitions are read by the Deacon, if he is present. If the Deacon is not serving, Lector 2 approaches the ambo as before. Lector 2 should be sitting in the pews directly in front of the ambo or should approach the ambo towards the end of the Profession of Faith. Following the Presider's introduction, Lector 2 reads each petition, taking a prayerful and intentional pause to allow the people to call to mind the situations suggested by the petitions. He/she then calls for their response (we pray to the Lord / Lord, hear our prayer). Lector 2 remains at the ambo until the Presider has led the conclusion of the Universal Prayer. He/she then closes the folder and returns to his/her place as before.

LITURGY OF THE EUCHARIST

Continue to model full, conscious, and active participation.

CONCLUDING RITES

The Announcements follow the Prayer After Communion. The Pastor or Deacon will read them if present. If a visiting priest is presiding, Lector 1 will read the announcements. After receiving communion, Lector 1 will sit in a chair behind the ambo to wait to read the announcements and then returns to his/her place. It is not necessary for lectors to join the Recessional.

AFTER MASS

Please ensure that each book is returned to its proper location for the next Mass before you depart.

GROWING AS A LECTOR

Being a Lector does not mean simply being a minister of the Word on Sundays when you are scheduled. A Lector's effectiveness as a minister is enhanced by being devoted to the Word of God on a daily basis. Pray with the readings for Mass so as to understand the context of the Word being proclaimed. This also allows you to be prepared to substitute as needed. Please consider reading the daily readings during the week, even if you do not attend Daily Mass. The daily readings (including audio recordings) are available at the website for the United States Conference of Catholic Bishops (www.usccb.org).

ADDITIONAL SUGGESTIONS

Before reading at Mass, make sure that the microphone placement is desirable. It should be pointing towards your face, and it shouldn't be too high or too low. Discretely adjust it if necessary by gently pinching the thick plastic section just beneath the top of the microphone. While reading, listen for your voice to "bounce back" to you from the back of the church. If you cannot hear yourself over the sound system, others probably can't hear you, either. Adjust the volume of your voice as needed.

Do not rush while reading. Take time to pause at marks of punctuation as appropriate, and read slowly enough to clearly pronounce every sound in every word.

Finally, ask fellow Lectors for honest feedback regarding your strengths and weaknesses as a Lector. Be open to growth in your ministry, and always strive to improve your skills.



Lector's Prayer

Christ with me, Christ before me,
Christ Behind me, Christ in me,
Christ beneath me, Christ above me,
Christ on my right, Christ on my left,
Christ when I lie down, Christ when I sit down,
Christ when I arise,
Christ in the heart of everyone who thinks of me,
Christ in the mouth of everyone who speaks of me,
Christ in every eye that sees me,
Christ in every ear that hears me..

(from St. Patrick's Breastplate)