

Holy Family Roman Catholic Church
Wharton, Texas

LECTOR GUIDELINES FOR SUNDAY MASSES

Before Leaving Home:

- Familiarize yourself with the First Reading, the Responsorial Psalm and the Second reading.
- Refer to your Workbook for pronunciations, proper phrasing and appropriate emphases.
- Read through the passages several times in a prayerful manner. If you have any doubts about which readings will be used, please contact the Pastor. Sometimes your understanding of the readings will be helped by reading the entire Bible chapter containing the reading.
- Dress properly for liturgical ministry at the Altar of God. Men should wear suits or, at least, coat and tie. Women should wear dresses of appropriate length and with sleeves (or wear a sweater or jacket over a sleeveless dress). Blue jeans and tennis shoes are **NEVER** appropriate.

When You Arrive At Church:

- Try to arrive at least 15 minutes before the start of Mass. Please remember that the sacristy is intended to be a place of prayerful reflection prior to the celebration of Holy Mass.
- Be sure to take the Lectionary and announcements binder with you to the ambo for the preliminary announcements (depending on the number of announcements, begin the announcements 5-10 minutes before the scheduled start time for the Mass). Leave the Lectionary on the ambo open to the correct First Reading.
- Find out if the choir (or musicians) will be singing the Responsorial Psalm and/or *Alleluia* verse and what, if any, role you will have if they are.
- Get the *Book of the Gospels* ready for the entrance procession.
- Make sure the sound system is on.

The Entrance Procession:

- When the procession forms, take your position behind the altar servers and immediately in front of the Priest or Deacon.
- Carry the *Book of the Gospels*, holding it in both hands and elevated at the level of your heart. (If a Deacon is present, he will carry the *Book of the Gospels*). Do **NOT** raise the *Book of the Gospels* over your head.
- When you reach the sanctuary, step up to the altar and place the *Book of the Gospels* in its stand on the altar. Return to where the Priest is standing, bow when he bows, and then move to lector chair(s)/pew.

At The Ambo:

- When the priest concludes the Collect, he will sit down. That is your cue to approach the ambo. Do not rush!
- Adjust the microphone as needed.
- When the assembly has been seated, begin by announcing the name of the reading, (e.g. “A Reading from the Book of Samuel”). **NEVER** say “The first reading is....” Read exactly (adding nothing) what is written in the Lectionary.

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- Read slowly. Remember that the assembly's brains do not work as fast as your mouth. They must be given time to create "pictures" of your words in their minds. You are not just reading...you are painting a picture, telling a story.
- When you have concluded the reading, pause for about five seconds and say, "The Word of The Lord"
- If the Responsorial Psalm is to be recited rather than sung by the choir, pause for about 15 seconds before announcing the response. After you have completed each verse, raise your arm slightly to signal the assembly that they are to respond.
- At the conclusion of the Responsorial Psalm, begin the Second Reading in the same manner as the First Reading. **When finished, close the Lectionary and place it on the ambo shelf.**
- During the Creed, if the Deacon is not present, begin walking to the ambo when we say "*I believe in one, holy, catholic and apostolic Church.*" **DO NOT WAIT UNTIL THE CREED IS FINISHED!** If the Deacon is present, he will read the Universal Prayers. The Priest will introduce the Universal Prayers, after which the lector should begin reading the petitions. After each petition, raise your arm slightly to signal the assembly that they are to respond. When finished, remain at the ambo until the priest concludes the Prayer. Then return to the lector chair(s)/pew.

Conclusion:

- At the end of Mass, the priest will reverence the altar and descend to the foot of the Sanctuary and face the altar. That is your cue to join him (and Deacon, if present) at the foot of the Sanctuary. Bow when the priest bows, then turn and allow the altar servers to precede you in the recessional. ***Do not carry out the Book of The Gospels or the Lectionary***, since the Liturgy of The Word has been completed and the Word is carried out in the hearts of the assembly.
- **After Mass, return to the ambo** and bring the Lectionary, *Book of the Gospels*, and the announcement binder back to the sacristy.

If You Are Unable to Serve When Scheduled:

Please arrange a substitute. Try to give your substitute enough advance notice so that he/she can be as well prepared as you would be. Thank you!