

St. Stephen Parish

Liturgical Ministries Guidelines

LECTOR

Position	Lector
Purpose	Proclamation of the Sacred Scriptures
General Requirements	<ul style="list-style-type: none"> • Pick-up your copy of the Workbook for Lectors prior to each Advent. • During the week, review and pray over the readings. Practicing aloud is helpful to identify placement of breaths and emphasis, etc. • Be comfortable using the microphone and speak slowly and clearly to the faithful. • Arrive at least 15 minutes before Mass. • Be neatly & appropriately dressed (Business Casual- no shorts/hoodies/sports clothes) • If you are scheduled, but are unable to serve, please use the contact list provided with your schedule and find a substitute. If you need help, call Lynda. • Thank you Nancy, for scheduling our Lectors!
Responsibilities	<p><u>Prepare for Liturgy:</u></p> <ul style="list-style-type: none"> • Gather in the vesting room at least 15 minutes before Mass. • Review the readings in the Lectionary and General Intercessions- ask for name pronunciation. • Place Lectionary on the ambo and open to the correct place. A copy of the General Intercessions will already be placed on the ambo. Gently place microphone in appropriate position. Turn ON the microphone. <p><u>During the Liturgy:</u></p> <ul style="list-style-type: none"> • Process into church behind the cross-bearer and acolytes. • Carry the Book of the Gospels (spine in right hand and lift in front of you, above your head). • In the Sanctuary, process to the front of the altar and place the unopened Book of the Gospels in the stand. The spine of the book should be on the left as it faces the assembly. Then proceed to a chair in the SANCTUARY. • After the Opening Prayer walk forward to proclaim the First Reading. Reverence the Altar. • At the end of the Reading, pause for a few seconds before saying: "The Word of the Lord." Be seated in a chair in the SANCTUARY. • After the Responsorial Psalm is finished, pause and come forward to proclaim the Second Reading. At the end of the Reading, pause before saying: "The Word of the Lord." Reverence the Altar. • Place the Lectionary on the ambo shelf and have ready the General Intercessions on top of the book for easy access. Return to the chair in the SANCTUARY. (If our deacon is assisting, he will read the General Intercessions. In that case you may return to the assembly. • During the Creed, come forward to the ambo. When there is a baptism, come to the ambo after the presentation of the baptized. • Pray the Intercessions for the day. Face the presider for the closing prayer, and then return binder to ambo shelf. IMMEDIATELY, announce the gift bearers for the offertory procession and the special collection. Return to the assembly. • Do not process out.

