



Lector Procedures

The lector prepares and proclaims readings from Scripture prayerfully during the Eucharistic Liturgy at the pulpit, the altar of the Word. The lector is reverent. The lector reads from the lectionary (a collection of the readings used for liturgy). In the absence of a deacon, the lector reads the general intercessions (petitions) after the Creed. Your proper dress is requested and appreciated. Your attire is a symbol of the importance you place on your ministry.

1. Arrive **at least 15 minutes before Mass**. Be sure of the pronunciation of all words and names in the readings and petitions. If you are unsure of any words, ask the presider or deacon to assist you.
2. Before Mass begins, place the lectionary on the pulpit open to the page for the First Reading. Please don't move the ribbon in the lectionary before, during or after Mass.
3. Take your seat in the west nave in the marked pew. Your family is welcome to sit with you. You should sit closest to the center aisle.
4. If there are announcements, the lector for the First Reading should read them. When the bell in the bell tower begins to ring signaling the mass time, the lector for the First Reading should stand up and go to the pulpit. When the bell stops ringing, read the announcements as they are, do not add words or take any words away. When you are done reading the announcements, return directly to your pew.
5. After the Opening Prayer, both lectors should walk together to the center and front of the sanctuary, bow reverently and walk up the steps toward the pulpit. The lector proclaiming the First Reading should go to the pulpit. The lector proclaiming the Second Reading should sit on one of the chairs behind the pulpit below the statue of Mary. (When there is Children's Liturgy of the Word at the Sunday 9:30 am mass during the school year, don't walk to the sanctuary until after the children have processed down the main aisle.)
6. The First Reading lector should take a second or two to see where the First Reading is located. With eye contact, announce the reading by only saying, "A reading from . . .". Do not reference this as the 'First Reading.' Only read what is on the page. Keep your eyes on the page, without looking up or trying to make eye contact while you are reading. **Focus on the words, your voice inflection and proclaim the reading prayerfully and slowly, pausing at commas, stopping at periods and take into consideration breath/thought groups.** Do not lean on the pulpit, but place your hands folded in front of you. If you need to, hold the lectionary in your hands or use your finger or hand as a guide while reading. When you have finished proclaiming the reading, pause for 3 seconds and look up at the congregation to say, "The Word of the Lord" clearly and with invitation. Remain at the pulpit for the people's response, slowly turn around and take a seat next to the lector who will proclaim the Second Reading.
7. After the responsorial psalm, the lector for the Second Reading should approach the pulpit and locate the Second Reading. Announce the Second Reading by only saying, "A reading from . . ." Do not reference this as the Second Reading. Follow the instruction above for proclaiming the first reading. After the people have responded, "Thanks be to God," pick up and close the lectionary carefully, place it on the shelf under the pulpit and walk with the lector who read the First Reading down the steps at the center of the sanctuary, turn, bow to the altar and return to your seat.
8. In the absence of a deacon and when the congregation prays the section of the Creed that says, "We believe in the holy Catholic Church . . .", the lector for the Second Reading should walk slowly up the steps and stand at the pulpit.
9. After the presider gives an introduction to the petitions, read the people's response clearly, "Our response will be...". Read only what is on the sheet of the petitions. The people do not have a copy of the petitions, so we are all relying on you to read them prayerfully, carefully and clearly, pronouncing names as correctly as you can. When you have finished reading the petitions, turn toward the presider who will pray the prayer. After everyone has responded, "Amen," return to your seat in the pews.
10. After Mass, the Lectionary, Gospel book, announcement and petition sheets should be returned to the sacristy and placed on the counter where they were before Mass, and be setup for the next mass.
11. If you are unable to be the lector when you are scheduled, please find your own substitute or notify the other lector so she/he is prepared to read both readings. Lectors can be found on the Liturgical Minister's schedule on the Sacred Heart of Jesus website at <http://www.shofjesus.com/>, Liturgical Ministries.

THANK YOU FOR YOUR DEDICATION AND FAITHFULNESS IN SERVING THE LORD!