



## LECTOR PREPARATION

### I. Schedule

- A. Check to see when you are scheduled, with whom you are scheduled, mark your calendar
- B. If, for any reason, you cannot keep your schedule – it is your responsibility to find a replacement.**
- C. Call your partner with the change.**

### II. Workbook

- A. Familiarize yourself with the readings
- B. Use the helps along side of page & on bottom
- C. A short meditation on the reading as a part of preparation
- D. Read aloud or in front of a mirror
- E. CALL YOUR PARTNER TO DECIDE ON READINGS**

### III. Scheduled Mass

- A. Lectors, wearing appropriate & dignified clothing, sign-in in the Sacristy at least 15 minutes before Mass.**

- Ladies:
  - A modest dress that extends below your knees with sleeves (not tight fitting and if sleeveless add a jacket/sweater).
  - A skirt that extends below your knees with a modest top (not tight fitting and if sleeveless add a jacket/sweater).
  - Tailored dress slacks - no Jeans - and a modest top (not tight fitting and if sleeveless add a jacket/sweater).
  - Dress shoes (no flip-flops, no Ugg boots)

- Gentlemen:
  - A business wear is preferred (business suit and tie), or
  - A smart casual attire consists of a blazer or a sport jacket, a collared shirt (with or without tie), and dress trousers.
  - Dress pants or cotton twills such as chinos (khakis) are acceptable, but jeans are not.
  - Dress shoes are required. While loafers and other casual shoes are acceptable, sneakers and men's sandals are not.

**B. Look over reading in Lectionary noting the page number**

- C. If there is no deacon, the lector who does the Prayer of the Faithful needs to review to make sure that the names of the people we are praying for are pronounced correctly
- D. First lector places the lectionary on the ambo, page turned to first reading and positions microphone (**switch in "off" position**) so it is ready for 1st reading.
- E. Second lector put Prayer of the Faithful binder on lectern on Joseph side
- F. Both lectors should test the buttons on both mics for a green light upon set-up prior to Mass.

**IV. Procession**

- A. When there is no deacon, or when asked by the deacon, the first lector solemnly carries the Book of Gospels high with spine on the right and walks in front of the priest. In this case, the second lector walks in front of the first lector directly behind Altar servers. Otherwise, the two lectors walk side by side in front of the deacon
- B. Lector with Book of Gospels steps up to place on altar, other waits with priest
- C. Lector steps down, joins priest (and Deacon) and other lector. All bow together.
- D. Turn and take your seats in a pew

**V. At time of Readings**

- A. Both lectors walk together up the 3 steps, make a profound bow together and proceed toward the ambo

- B. First lector goes to the ambo and proclaims the first reading from the Lectionary already placed there before Mass, while the 2nd lector sits next to the sacristan and listens. (Be sure to pause before beginning the first reading while the assembly is settling.)
- C. Begin the reading **exactly** with "A reading from....." as shown in the Lectionary – **do not add or change anything!**
- D. At the end of the reading, **pause and look at the assembly while saying "The word of the Lord"**, and continue to look at the assembly when they respond back with "Thanks be to God".
- E. After completing the reading, place both hands on the book and pause for approximately 10-15 seconds. This allows the congregation to have a short time to meditate on the reading
- F. Turn off the microphone, step down from the ambo and sit next the second lector during the singing of the Psalm.
- G. When the cantor finishes, the 2nd lector ascends the ambo, turn the page for the reading, adjust the microphone for position **while it is still "off"**, and proclaim the second reading. **(Observe C., D., and E. above)**
- H. At the end of the reading, the 2nd lector, after pausing for 10-15 seconds when the reading is complete. He/she then closes the Lectionary and hand it to the sacristan after stepping down from the ambo.
- I. Both lectors walk to the center, make a profound bow together, and return to your seats.

## **VI. Prayer of the Faithful – petitions**

- A. If a deacon is present, he does the petitions
- B. Otherwise, during profession of the faith, (wait for " We believe in the Holy Spirit ..."), the lector doing the petitions **walks up in the middle of the isle and bows at the center** before proceeding to the lectern on the St. Joseph side by the cantor to announce the intercessions.
- C. **Be sure to allow at least 10 second pause to give the assembly enough personal time during the silent prayer**
- D. At the end of the petitions, remain in place at the lectern until the priest has concluded his prayer before stepping down from the lectern. Upon returning to your seat, **do not forget to make a profound bow to the altar at the center.**

## **VII. Recession**

- A. At the end of Mass, as the priest starts toward the altar, lectors are to walk up the first 3 steps at the edge of the black marble facing the Altar. When the priest and Altar servers are in place all bow together with the priest. Turn to face the congregation and process out following the altar servers.

CHECK OUT <http://www.saintjames.church/lector/>