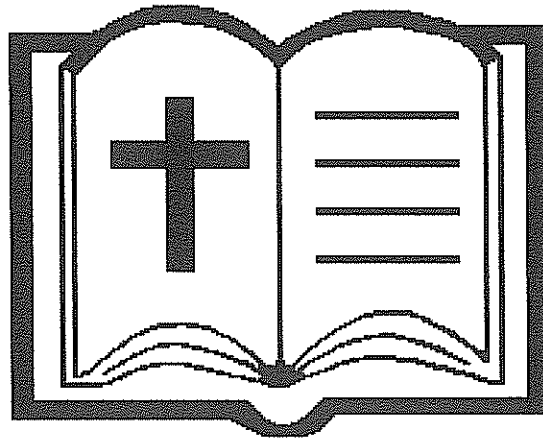


# St. Simon Catholic Parish

1860 Grant Road, Los Altos, Ca. 94024

650-967-8311      [www.stsimon.org](http://www.stsimon.org)

## Lector's Manual



February, 2009

## *A Lector's Prayer*

*"The grass withers, and the flower wilts, but the  
Word of the Lord remains forever". This is the  
Word that has been proclaimed to you.  
(1Pt 1:24 – 25)*

All powerful God,  
I thank you for the gift  
You have given me  
of proclaiming your word as a lector.  
Inspire me to develop  
and to use the gift of speech wisely and well.  
May my lips  
which speak your word to the assembly  
never be used to speak words that discourage  
or words that defame.  
Help me to pray and to study the sacred texts  
that have been entrusted to me,  
so that my proclamation  
may always be  
empowered by love of and zeal for  
the truths you have spoken  
through the prophets and  
through your Son, the eternal Word.  
Amen

## **PURPOSE**

Those who proclaim God's Word in the liturgy are ministers. When you answer the call to be a minister of the Word, you enter a deeper relationship with God revealed in Sacred Scripture. The goal of the lector is to foster the full, conscious, and active participation of all the faithful.

The lector proclaims God's Word to the assembled faith community. The ministry may appear to be a simple one, but to be done well, dedication, energy and effort are required. The lector's responsibility is to proclaim the Word in such a way that it is alive, challenging, comforting, encouraging, and transforming. All scripture should be proclaimed in a way as to engage the assembly.

## **SCHEDULES**

A schedule will be published every two months and is based whenever possible on the preference of the lector. The schedule is emailed to those lectors who have an email address. Otherwise, schedules are sent by way of regular mailing. A copy of the schedule is posted in the Liturgical Ministers Handbook located in the cry room.

Every effort will be made to assign two lectors to each Mass. If you cannot make your assigned time, it is your responsibility to find a substitute. If unable to find someone to cover for you, please contact the Lector Coordinator (Joan Morris at [sirroms@aol.com](mailto:sirroms@aol.com), 650-961-8325) or the Liturgy Director (Suzanne Fitzgerald at [LITMUSIC@aol.com](mailto:LITMUSIC@aol.com), 650-967-8311 ext. 21.)

## **DRESS**

It is recommended that you wear "Sunday best". That means NO JEANS, NO SHORT SKIRTS OR SHORTS, NO LOW RIDING PANTS, NO BARE MIDRIFFS, and NO LOW CUT SHIRTS OR DRESSES. Casual dress gives an air of the ministry being casual. If you wear an outer coat or carry a purse to Mass, please remove them before processing in and retrieve them after you have processed out at the end of Mass. There is no guaranteed safe place to store valuables. It is recommended you lock them in the trunk of your car.

Be aware of the liturgical seasons and the colors that are appropriate for these seasons. You are not expected to go out and buy a new wardrobe! The liturgical colors are

Advent: Purple or blue	Lent: Purple	Easter: White/Gold
Christmas: White	Passion (Palm) Sunday: Red	Pentecost: Red
Ordinary Time: Green	Good Friday: Red	

If you have any questions regarding the color for a specific feast day check with the Lector Coordinator or the Liturgy Director.

## RESPONSIBILITIES

The first responsibility of the lector is to come prepared. Take time during the week to read the assigned readings multiple times. Read the Gospel of your assigned Sunday first. Then read the first reading followed by the Psalm and then the second reading. It is recommended that you read your passage in its context in the Bible, so as to fully understand its meaning.

Please arrive at church at least 15 minutes before Mass is scheduled to begin. This will ensure there are no "surprises". Check with the Liturgy Director to see if there are any special circumstances you should be aware of, such as a Baptism.

Arriving 15 minutes early allows you time to check that the Lectionary is marked at the correct page for the first reading. The Lectionary is to REMAIN CLOSED until the first lector "breaks open the word". Review the Prayers of the Faithful or General Intercessions. Be sure you know how to pronounce any names being read. The Liturgy Director is a good resource. Verify that the microphone is turned on.

Before Mass begins, stand at an entrance to greet people as they arrive. It is not appropriate to invade the Presider's preparation space in the Sacristy before Mass.

The Book of the Gospels remains on the altar until five minutes before Mass begins. One lector will carry the Book of the Gospels at a level that allows the person to have an unobstructed view of the aisle. The front cover of the book should face the altar. The other lector processes in with a hymnal in hand. If the lector is not comfortable with his/her singing voice, he/she should at least mouth the words. The lectors walk in immediately before the Presider. One lector should go left, the other right of the Baptismal font. Stay in unison about 3 pews behind the altar server.

As you approach the altar, the altar server carrying the cross proceeds up the altar steps and places the cross in its holder. The lector carrying the Book of the Gospels should proceed up the steps, place the Book on the altar and return to the line up for the reverencing of the altar.

After the Presider has read the Opening Prayer, the first lector should proceed to the ambo. It is NOT necessary to reverence the altar again.

Both feet should be planted firmly on the floor. It is perfectly alright to rest your hands on the ambo and use one hand to keep your place in the reading. Take a deep breath and look at the assembly as you say, "A reading from".

The reading should be proclaimed clearly and confidently so as to engage the assembly. At the end of the reading again pause before saying, "The Word of the Lord". Turn the page to the appropriate location for the second lector. Pause, step back from the ambo and return to your seat.

Please note: At Masses when the Responsorial Psalm is not sung, the first lector should remain at the ambo, give a significant pause and proceed with the reading of the psalm by saying: "Our response is....".

At Masses when the Responsorial Psalm is sung, the second lector should remain seated until the cantor has moved away from the ambo and is walking down the aisle before approaching the ambo. After the second reading is completed, the Lectionary is to be closed and placed on the upper shelf of the ambo.

The Alleluia is NEVER read...if not sung it is omitted.

The Prayers of the Faithful or General Intercessions are read after the Profession of Faith. The lector should process to the ambo as the Presider is saying, "We believe in one, holy, catholic, apostolic church..." If the creed is not said proceed to the ambo as soon as the Presider has completed the homily. The Presider says a brief introductory prayer. Remain at the ambo until the Presider finishes the closing prayer at the end of the petitions.

Every effort is being made to avoid announcements. Should there be announcements, they will be read from the choir side of the altar, never the ambo. Generally the announcements will be made by the Presider of the Liturgy Director.

At the end of the Mass both lectors should join the Presider at the front of the altar, carrying hymnals. Bow with the Presider and process out behind the servers, in front of the Presider. LEAVE THE BOOK OF THE GOSPELS ON THE STAND IN FRONT OF THE AMBO.

After the recessional return the Lectionary to its place on the ambo. Ensure that the correct reading is marked with the ribbon. Return the Book of the Gospels to the altar.

## HELPFUL HINTS

- YOUR LECTOR WORKBOOK IS A GREAT RESOURCE. Read the notes and comments carefully.
- In your Lector Workbook, read all three readings, not just your assignment for the day.
- Spend time not only with the Workbook but also with the Bible. For your assigned reading, read the passage in its entirety to help you understand the context.
- Practice out loud at least six times during the week.
- Underline the most powerful emotions in the reading. Decide what the most important phrases are and emphasize them so they are clear to everyone in the assembly.
- USE EYE CONTACT on the opening and closing sentences and on words and phrases that reveal the key emotion.
- Project your voice by using your diaphragm instead of your throat. Do not rely on the microphone.
- Vary the pace – almost every reading has fast and slow parts, loud and quiet parts.
- Vary your style. Some readings read like stories, others like prophecies, and some like poetry.
- Seek feedback from family and friends. Practice does not always make perfect; sometime it only makes permanent.
- Attend lector workshops whenever possible.
- Listen and learn from good Lectors.

***Remember, everyone can be a good reader. It takes dedication, discipline and practice to become a great lector.***

