**Lector Guidelines – Updated May 2019**

**Preparation**

* **Always be prepared!**
	+ Be familiar with the respective Scripture passages you have been scheduled to read
	+ Use audio resources (USCCB site, Laudate app.) to hear correct pronunciations and proper tempo of reading
* **Practice the reading out loud at home or in front of someone**
	+ Allows you to become familiar and comfortable with the Reading reducing nervousness
		- Always please speak slowly - Always speak distinctly – Project your voice
			* Avoid vocal “drop-off” at the end of sentences
			* When possible, make eye contact at the end of sentences
	+ Practice both readings for weekend Masses in case the other Lector is unexpectedly unable
	+ Begin your Reading as it states in your Lector Workbook…”A Reading from…”
		- Remember the letter “A” is to be pronounced “uh” not “A” Reading…
* **Be Responsible to your assigned schedule! Mark these dates in your calendar!**
	+ If unable to serve as Lector, **please find your own replacement**; (someone is always willing to have another opportunity to serve as a Lector!)
		- Call someone, or utilize the “Request a Sub” electronically, or send out an email request utilizing the Lector email address list.
	+ Notify your fellow Lector that was scheduled to let them know who is your substitute
		- Email or call them to avoid uncertainty
	+ If for some reason you are completely unable to find a substitute, notify your fellow Lector
* **Always dress appropriately**

**Lector attire:**

* “In the Dioceses of the United States of America, acolytes, altar servers, readers, and other lay ministers may wear the alb or other appropriate and dignified clothing.” (General Instruction of the Roman Missal, GIRM #339)
* “Experts in the field (Guide for Lectors) remind us over and over that ‘nonverbal language speaks loudest’. Nonverbal language is everything BUT the words coming from your mouth (including ah’s, uh’s, body language, dress, posture, attitude, and so on. If the way we present ourselves to an audience is disagreeable or distracting, it will drown out anything we have to say…Their nonverbal language will drown out their proclamation.” (Liturgical Training publication, “Guide for Lectors” pg. 50)
	+ We are not to draw attention to ourselves
	+ No Jeans!
	+ Men
		- Nice shirt, wear a tie when possible and be “well-groomed”
	+ Ladies
		- Be aware of the length of your dress or skirt
		- Modest neck-line; with adequate sleeves

**Before Mass**

* **IMPORTANT; “IT IS IMPERATIVE” that you arrive at least 15 minutes before start of Mass!**
	+ Gather for Ministry Prayer; (front desk area)
	+ Introduce yourself as a Lector to the other Lector scheduled
* **The Lectionary and Book of the Gospels are kept in the Sacristy**
	+ Either before or after the pre-Mass Ministry prayer, **proceed to the Sacristy to be recognized by the Priest and Deacon; AGAIN this is NOT AN OPTION!!**
	+ Review your Scripture Passage in the Lectionary
	+ Ask the priest for any pronunciation for which you are not familiar
	+ Ask the priest if there are any changes or things you need to know as a Lector for that Mass
* **Place the Lectionary UNOPENED on the Ambo**
* **Please sit on the Ambo side of church close to the front**

**During Mass**

* **As the priest concludes the Opening Prayer and sits down**, approach the base of the sanctuary, do a profound bow and proceed to the Ambo
	+ We are not to draw attention to ourselves…the Lord is speaking through each of us!
* **Open the Lectionary and begin your Reading**
	+ Remember…”uh” Reading
* **End of your Reading**
	+ Pause at the end, LOOK UP… then state, “The Word of the Lord”
	+ Step back for a “brief reflective pause” ( a few seconds) and then depart
	+ DO NOT turn the page for the next reader!
* **Coordinating the profound bow with the Cantor**
	+ FIRST Reader
		- As you depart, look over to the musicians to see if a Cantor is approaching the Ambo
		- If so, coordinate a profound bow with the Cantor at the base of the sanctuary
		- Return to your seat
	+ SECOND Reader
		- Approach the base of the sanctuary when the Cantor has finished
		- Coordinate a profound bow with the Cantor at the base of the sanctuary, proceed to Ambo
		- AFTER your brief reflective pause, close the Lectionary and place it on the shelf inside the Ambo and depart
		- At the base of the sanctuary, turn, do a profound bow and return to your seat

**After Mass**

* + Place the Lectionary and Book of the Gospels back in the Sacristy

Thank you for being a responsible, respectful Lector.

REMEMBER…It is an “honor” to proclaim the WORD at our liturgies!