



St Bernadette Roman Catholic Parish
Letter of Instruction
For
LECTOR GUIDELINES

Effective Date: 15 May 2009
Revised: 25 January 2010

~DIOCESE REQUIRES ALL MINISTERS TO ATTEND SAFE ENVIRONMENT TRAINING~

1. You **MUST** arrive **at least** 15~20 minutes before the Mass start time. It is unfair to the Sacristan to wonder if you are going to show up and then have to scramble to find an alternate Lector.
2. Sign in. Greet other Lector. Confirm who is doing which reading.
3. Go to book. Find place. Memorize page number. Read passage couple of times (sometimes you may find that you have prepared the wrong passage. Don't panic! You have time to, at least, read the passage several times.)
4. Find out if there is Deacon. If there is no Deacon, the division of tasks is as follows:
 - a. Lector 1 carries in the Book & does the Prayers of the Faithful.
 - b. Lector 2 reads the announcements as usual. (See LOI# 2010-1)
5. Find a seat. Sit, pray, compose yourself. Do not visit with friends, do that after Mass. Warm up your voice - sing the Opening Hymn; Gloria; Psalm.
6. When it is your turn to proclaim, (First Lector after "Let us Pray" after the Gloria or after CLOW if there is one) (2nd. Lector after the Psalm), proceed to the center of the altar and bow your head, not full bow. Then go to Ambo. Do the same bowing, after proclaiming, on the way back to your seat.

REMEMBER: You are not "reading" the Word, you are "**PROCLAIMING**" the Word. It is not same as speaking or reading voice - raise your voice, but do not shout. You need to project - hearing-impaired people will thank you; parts of hall have better reception than others.

PAUSE! (After "A Reading from.....")

PAUSE! (During proclamation, where appropriate)

PAUSE! (Before saying 'The Word of the Lord')

PAUSE! : It may seem like an eternity to you, but it is not! Most Lectors proclaim too quickly.

SLOW DOWN!! : Not only with shorter passages;
It gives you an opportunity to make eye contact;
It makes it easier for people to hear you and understand the words.