



Lector Guidelines

The lector's job is to proclaim the word of the Lord. You are the voice of God.

- Our parish provides a copy of the workbook for lectors and gospel readers.
- Please make sure you have a copy. These change each year, and a copy of the most recent will be available in the library.
- Spend some time at home going over the readings that you will be proclaiming.
- Read the commentary and the hints as well.
- It is helpful to do the readings aloud at home to get a feel for the flow of the sentences and the wording.
- If there is a difficult name to pronounce, there is a book in the sacristy that can help with pronunciation, or you can check with the celebrant.
- The schedule will be in the narthex at least one week prior to the first Sunday of the month, and it will be emailed to you as well. Be sure to respond to emails prior to that first week that ask about availability.
- If you cannot lector on an assigned day, it is your responsibility to find a replacement. With your schedule for the month, you will also receive a lector directory that includes names and numbers in case you need a replacement. Please notify the scheduler if you make a change so the calendar in the narthex can be accurate. Be sure to let the celebrant know you are the lector.
- Remember to select respectful attire -business casual is appropriate (no jeans, shorts).
- Arrive at church at least 15-20 minutes before the start of Mass as there are preparatory steps to ensure a smooth start.
- Make sure the lectionary is on the Ambo and is open to the correct week. If it is not, you can find it in the upper cabinet in the sacristy to the left of the sink.
- Read over the announcements and general intercessions so you are familiar with them.
- Make sure the microphone is on. The button is on the bottom, and the red light is visible when the microphone is on. Be sure to adjust it to reach near your mouth.
- It is the responsibility of the lector to let the priest know that they are at mass.
- The lector should make sure there is someone to carry the cross, and someone to bring up the gifts at the Offertory. It is customary to have the person who ordered the mass to stop in the sacristy before mass to let the priest know if they would like to bring up the gifts.
- If there are options for the readings, the first is generally the preferred option. You can check with the celebrant to see which reading he would like you to read.

- When the celebrant and cross bearer are ready to process in, this is your cue to welcome parishioners and read the announcements.
 - It should be exactly on time.
 - After the announcements you will lead the congregation in the Prayer for Vocations and the St. Michael Prayer.
 - Be sure to speak clearly and read so you can be understood.
- After the opening prayer, proceed to the Ambo for the first reading. Read only the passage in the lectionary (do not say first or second reading). At the 10:30 mass, remember to wait for the celebrant to invite children to come up and wait until they leave the church before you begin.
- Read slowly and clearly articulate your words. Make eye contact with the congregation as you read.
- Pause briefly between the readings and the psalm. If there is a cantor, you may sit between readings. If there is no cantor, you will proclaim the responsorial psalm and the Alleluia. If there is no Deacon, you will lead the Prayer of the Faithful. After this, you may return to your seat near the altar or join your family in their pew.
- At the conclusion of mass, you may take your place in the exit procession. You stand in front of the altar server facing the altar. When the celebrant comes to the front of the altar to bow, you should also bow and exit the church with the procession.
- After all masses the lector should be sure the microphone is turned off. After the 10:30 Mass, the lectionary is returned to the cabinet in the sacristy.