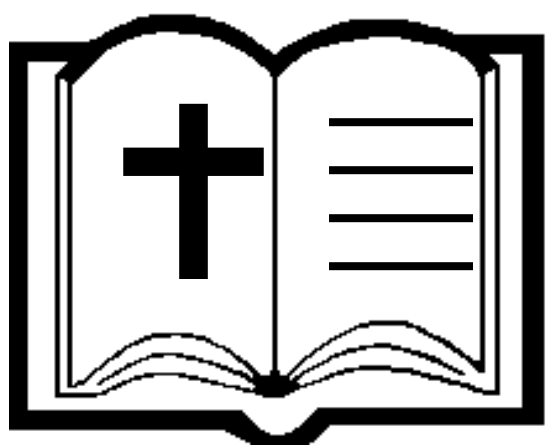


# **St. Simon Catholic Parish**

1860 Grant Road, Los Altos, Ca. 94024

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

## **Lector's Manual**



**January 2019**

# *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**

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**

Every two months the Lector Coordinator sends an email to all lectors requesting their availability for the next two months. A schedule is then published, based whenever possible on the preference of the lector. The schedule is emailed to lectors. A copy of the schedule is posted in the Liturgical Ministers Handbook located in the Holy Family (Cry) room.

Normally two lectors are assigned to each Mass. Of the two names on the schedule for each Mass, the first (top) does the first reading; the second one does the second reading and the petitions. 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 [sirrooms@aol.com](mailto:sirrooms@aol.com), 650-961-8325) or the Liturgy Director (Suzanne Fitzgerald at [sfitzgerald@stsimon.org](mailto:sfitzgerald@stsimon.org), 650-967-8311 ext. 21.),

## **DRESS**

It is recommended that you wear "Sunday best". That means NO JEANS, NO SHORT SKIRTS OR SHORTS, 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 many 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. Then practice, including reading the passage aloud.

**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. The Book of the Gospels remains on the altar until five minutes before Mass begins. One lector will carry the Book of the Gospels raising it above eye level so that it can be seen by the Assembly. The front cover of the book should face the altar. The Lectors can decide between them who is to carry the Book. The lectors walk in immediately before the Presider, with the person carrying the Book behind the other lector, who follows the altar servers. Stay about three pews behind the person in front of you.

On approaching the altar, 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 at the bottom of the steps for the reverencing of the altar. The line up includes the priest in the middle in front of the altar with a lector on each side. Then go to your seat, which should be within easy access of the ambo.

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. 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 look up at the assembly, and say in a strong voice, “The Word of the Lord”. Turn the page to the appropriate location for the second lector. Step back from the ambo, pause, incline your head slightly (no bowing, please), 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 is back to the choir area before approaching the ambo. After the second reading is completed, step back from the ambo, pause, incline your head slightly (no bowing, please), then close the Lectionary, place on the upper shelf of the ambo, and return to your seat.

The Prayers of the Faithful or General Intercessions are read after the Profession of Faith. The lector should proceed to the ambo as the Assembly is saying, “I believe in one, holy, catholic, apostolic church...” (Nicene Creed), or “I believe in the Holy Spirit...” (Apostles’) 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.

At the end of the Mass both lectors should join the Presider at the foot of the steps in front of the altar. Bow with the Presider and process out behind the servers, in front of the Presider one behind the other. 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 ITS STAND ON THE ALTAR.

This is a part of your responsibility as a lector. Please do not forget! (this is not necessary after the Sunday 5:00 PM Mass).

## 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.
- Read your reading multiple times, and be sure to practice out loud 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 message or 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 good lector.***