



Guidelines for Lectors

Please arrive at church 15 minutes before Sunday Mass. Ensure readings marked in the Lectionary are correct, petitions for Mass are on the Ambo shelf, the book stand is on the Altar, and the Book of Gospels is at the back of Church for the Processional.



GOOD MIC PLACEMENT

POOR MIC PLACEMENT

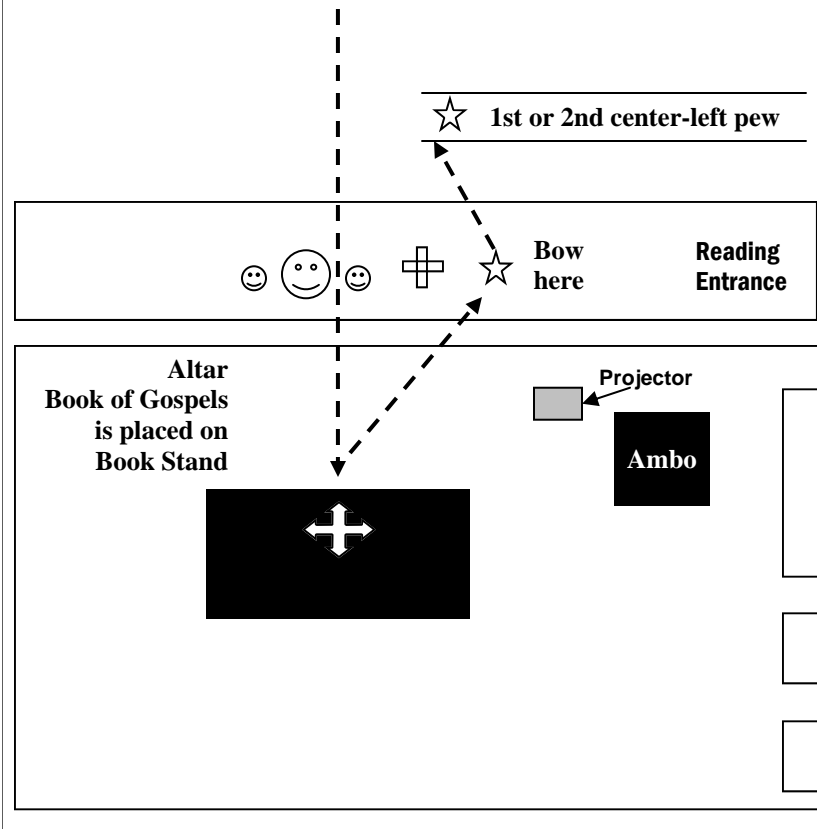
FOUR NEW PROCESSES

- PLEASE SIT IN THE FIRST OR SECOND PEW** in the center-left aisle.
- PLEASE ENTER AND LEAVE THE SANCTUARY** from the center ("green carpet" area). Bow to the Altar and Tabernacle after the first step.
- PLEASE SIT DURING THE PSALM.**
A chair has been placed behind the Ambo.
- PLEASE GO TO THE AMBO FOR THE PRAYERS OF THE FAITHFUL AFTER THE ASSEMBLY SAYS "AMEN."**

Please know that your service is needed, valued and appreciated!

- **Please prepare before you get to church.** Readings for the day are on the Internet (<http://www.usccb.org>) or in our missalettes. There also are *Workbooks for Lectors and Readers* on the stand by the Reconciliation Room.
- **Please dress respectfully and appropriately for this important ministry.**
- **Please arrive at least 15 minutes before Mass.** Go to the Ambo to ensure the ribbon in the Lectionary is marking the correct readings, petitions for Sunday Mass are on the Ambo shelf, and that you can pronounce the name of the person being remembered in the Mass intention. Also, please ensure the book stand is on the Altar.
- **Please sit in the first or second left-hand pew on the center aisle. (See back diagram)**
- **Please be at the back of church with the Book of Gospels five minutes before Mass.** The Book of Gospels is on the stand in front of the Reconciliation Room.
- **You will process into church right before the Priest, carrying the Book of Gospels.** Please walk to the front of the Altar and place the Book of Gospels on the book stand on the Altar. Then, walk to the bottom of the stairs to the right of the cross-bearer, turn to face the Altar, genuflect or bow with the Priest and the Servers, and go to your seat in the first or second pew on the left-center aisle.
- **As the Priest finishes the Opening Prayer, please walk naturally to the Ambo.** Enter the Sanctuary from the center ("green carpet" area). After the first step, bow toward the Altar and Tabernacle then proceed to the Ambo.
- **Before reading,** take a moment to adjust the microphone and calm yourself.
- **To announce any reading,** say: "A reading from the ...", pause, and then begin.
- **Please read slowly and naturally and enunciate.** Speak directly into the microphone. Listen as you read and adjust your position if your "P's" are popping.
- **At the end of the first reading, pause and then say "Thanks be to God."** Then go sit on the chair behind the Ambo while the cantor leads the psalm.
- **After the psalm, return to the Ambo for the second reading.** After the assembly says "Thanks be to God," close the Lectionary and move it to the Ambo shelf.
- **As you return to your seat, please make a slight bow to the Altar.**
- **At the end of the Creed when the assembly says "Amen," go back to the Ambo** for the Prayers of the Faithful. Please stop briefly to bow toward the Altar as before.
- **After the Priest introduces the Prayers of the Faithful, you may read them.** Diction is extremely important since only you have the words. At the end of each intercession, say "We pray to the Lord." The assembly will respond with "Lord, hear our prayer." Pause before saying the next petition.
- **At the end of the intercessions,** turn toward the Priest as he offers up the prayers, say "Amen," bow slightly toward the Altar, and return to your seat.

Lector Movement Diagram—Entrance



Lector Movement Diagram~ Going to and from the Ambo

