**Lectors Responsibilities**

**The Heart**

The primary aim of each ministry and every volunteer is that everyone who comes to the parish for a weekend Mass knows that they are loved and called to worship.

Loved means that they are welcome, wanted, and known. Our church is a better place because they are here, and we want them to know that this is how we see them.

Called to worship means that they are welcomed into something sacred. The way we pray, talk, and carry ourselves, including by genuflecting and participating throughout Mass, should encourage people to enter into prayer with us.

There are moments when our focus is more on welcome and love, such as before and after Mass. And there are moments when our focus in more on worship, such as during Mass, and when we are in the church and chapel before Mass.

This means that all of our ministry should flow out of a life of prayer and relationship with Christ. We want to love others as Christ loved us and worship the Father as Christ worshipped the Father.

**Arrival**

Arrive at least 15 minutes before the liturgy is to begin. After that point, a replacement will need to be asked to read in your place. When you arrive at the Church go to the vestry to check yourself in on the Facilitators sheet.

**Preparation**

Obtain and keep a Sunday Missal to determine the correct readings and to practise. Prepare your reading well. This preparation begins at home, long before arriving at Church. Read your selection aloud to determine proper emphasis, pace, eye contact, and tone.

When you arrive, the lectionary should already be on the ambo. Every Reader should at least go up and look at it before Mass and make sure it is opened to your reading. Take note of the ribbon colour. There will be a practise lectionary in the welcome area; use it for a final practise before mass.

The First Reader should make sure the Book of the Gospels is on the stand in the welcome area to carry in procession. If the First Reader does not wish to process in due to being in the choir, he/she should arrange with the Second Reader to carry the Book of the Gospels.

**Opening Procession**

The Lector, (usually the reader of the first reading), carries the book of the Gospels high with both hands, walks single file behind the servers. The others in the procession pause momentarily before the first step and reverence the altar with a slight bow, and then immediately proceed to their places in the assembly by the side aisles.

**Seating**

Lectors should sit close to the front of the Church, preferably on the side of the south wing or in the central bank of pews near the chapel.

If you strongly prefer a seat in the north wing, then proceed to the south wing near the organ well before your reading is to commence in order that you can ascend the steps promptly from the south side.

**Approaching the Ambo**

Do not bow to the altar or the presider when coming forward to do your reading.

If there is children’s liturgy, be in place at the ambo **before** the children’s dismissal music is finished so that there is no awkward delay.

The Second Reader must be ready in the south wing when the Psalm, sung or recited, is nearing completion so that you proceed to the ambo immediately as the psalmist is finished. On completion, the Second reader then closes the lectionary and places it on the shelf under the ambo.

**Proclaiming the Liturgy of the Word**

Announce the reading followed by a short pause and then proclaim the reading.

*It is not appropriate to begin the first or second reading by saying, “The first reading is from...” or “The second reading is from....” or to read the small red print at the beginning of the reading.*

*Proclaim the word of God with assertiveness and confidence, with good volume and your voice projected. Practice clear and crisp enunciation.*

*During practice, consult the pronunciation guide of difficult names and unfamiliar words.*

*Pace yourself.* ***Slow down.*** *Make good use of pauses. Make eye contact with the congregation often.*

After the reading has been proclaimed make eye contact with the congregation, take a longer pause, then conclude with “The Word of the Lord.”

**Prayers of the Faithful (General Intercessions)**

Practise reading the intentions in the sacristy. It is important you pay particular attention to the people’s names contained therein. If there is any doubt about proper pronunciation, be sure to ask for help from the liturgical coordinator and/ or anyone else you think might know.

* Do not remove the folder with the intentions from the sacristy until about 5 minutes before mass time in case of a last-minute addition.
* Proceed to the south wing beside the front row of pews during the praying of the creed. The presider can then see that you are there and ready. **AVOID DELAYS.** During his praying the introduction to the intentions, proceed to the microphone to be ready to start when he is finished.
* On completion, remain at the ambo until the presider has said the prayer concluding the intentions, then proceed to your seat.

**Announcements**

If you are the fourth reader (third if there are only three) practise the announcements in the sacristy and get clarification of anything you don’t understand.

* The announcements are read from the ambo before mass so as to be done at the hour mass is scheduled to start. Check with the choir director as there may be an introductory hymn before the procession, in which case the announcements follow that hymn.
* Introduce yourself and say a welcome to all parishioners and visitors in attendance. Give the congregation a second or two as needed to quiet down before you start the actual announcements.

Thank you for your ministry to the people of St. Anne’s.

**Ministry Leaders**

The Ministry Leader of Lectors is Nick Fanner. You can reach him at nfanner@sasktel.net should you have any questions.

**Scheduling**

The schedule of Lectors will be posted on the church’s website and on our Ministry Scheduler Pro (MSP) webpage:

[**http://www.rotundasoftware.com/ministry/saintannes**](http://www.rotundasoftware.com/ministry/saintannes)

If are not able to make it to your scheduled service, you may request a sub through MSP by logging onto the website.

All scheduling for Lectors is done through MSP. If you have questions on how to access MSP, please contactFrances Veslinos (Sunday Experience and Volunteers Coordinator) at fcveslinos@rcdos.ca or (306) 931-4700 ext. 230.