

Instructions for Lectors

Please check in with the M/C when you arrive. Please try to arrive 15 minutes early.

**Binder will be placed on the credence table in back of Church (where the M/C places the wine cruet and ciborium for Communion) for you to read over the announcements and intercessions before Mass. Please take binder up front with you when you walk up front to begin.

**Please proceed to Gathering Area 20 minutes after the hour or when gong is rung for prayer. When sitting on altar, please show reverence and do not slouch on the stool, cross legs, etc. When approaching ambo, command it yours! Adjust microphone about 8-10 inches from your mouth (down and to the left), speak slowly and from diaphragm. When reading, read at half of your normal speed. Be clear, concise and pronounce each word fully and correctly. Look up occasionally from the reading, and make eye contact.

After the Second Reading, close Lectionary and place on the shelf under the ambo. If you are reading the Intercessions (Prayers of the Faithful), please stay on the altar.

When there is a comma, count to 1. A semi-colon, count to 2, Colon, count to 3; a period, count to 2. Pause for 3 seconds after "A Reading from..." and between the last word of the reading and "The Word of the Lord."

Use phonical sounds.

Dress appropriately; For the women, knee length or longer dress or skirt with nice blouse - no sleeveless, no cleavage, no flip flops. If you wear sleeveless, please have something to cover your shoulders.

Men – Dress Slacks, button down shirt (no polo shirts) and tie.

Be sure to practice and read over the readings before you are scheduled to read.

Genuflect when you arrive in Church and when you leave.

Bless yourself when you arrive.

DO NOT

Come off altar after greeting. Stay up on the altar and face the altar.

Correct mistakes or say, "I'm Sorry", etc. Just keep reading.