

St. Thomas More Lector Procedures – 2013

When persons have been scheduled as First or Second Lectors for a specific Saturday Vigil or Sunday Mass or a Holy Day Of Obligation, they should arrive 15 to 30 minutes prior to the start of the scheduled Mass, to fulfill the following responsibilities:

1. Initial your name on the sign-in sheet.
2. When the Presider for this Mass is Fr. Thumbi, locate the "Book of the Gospels" and the "Lectionary."
3. Place the Lectionary silk page marker at the correct place for the First Reading for this Mass; place the Lectionary on the ambo, open to the correct page; before Mass.
4. Locate the Book of the Gospels, place the silk page marker at the correct place for the Gospel Reading, and place the Book of the Gospels on the desk in the Vesting Room; before Mass.
5. Five minutes before the start of Mass, the First Lector will carry the ring binder containing the pre-Mass announcements up to the ambo, will then read the prepared pre-Mass announcements, and then will place the ring binder in the Reserved Lector pew, before returning to the back of the church, to join the Presider and the procession.
6. The First Lector will carry in the Book of the Gospels, holding the Book of the Gospels high, walking single file, positioned in front of the Presider; the Second Lector will carry the Book Of Prayers positioned in front of the First Lector. The First Lector immediately upon reaching the alter, steps forward and places the Book of the Gospels in the holder on the alter and then steps back in line. The procession is now formed in a parallel line in front of the altar, and bows forward with the Presider.
7. The First and Second Lector now turn and walk to the front center pew on the left aisle, with the First Lector sitting closest to the aisle as the First Lector will be the first to use the ambo, to give the First Reading.
8. When the Presider finishes reading the Opening Prayer, and prepares to sit down, the First Lector walks across to the center of the church, bows before the altar; then steps into the sanctuary and approaches the ambo, mounts the steps up to the microphone and adjusts the microphone, as necessary. You are requested to position yourself so your lips are speaking slowly and directly into the tip of the microphone, close enough so your voice will carry throughout the entire church. Now the First Lector verifies the correct First Reading, then presents the First Reading, with a pause at the ending, before stating "The Word of the Lord;" then comes down from the ambo, and returns to the center of the sanctuary, bows before the alter along with the Cantor, who will be coming forward to sing the Responsorial Psalm, then returns to the front pew.

9. When the Responsorial Psalm has been completed, the Second Lector walks across to the center of the church, bows before the altar, along with the Cantor, who will be returning from the ambo at the same time after having sung the Responsorial Psalm, both bowing together before the altar. The Second Lector then steps into the sanctuary and approaches the ambo, mounts the steps up to the microphone and adjusts the microphone, as necessary. You are requested to position yourself so your lips are speaking slowly and directly into the tip of the microphone, close enough so your voice will carry throughout the entire church. Now the Second Lector verifies the correct Second Reading, then presents the Second Reading, with a pause at the ending, before stating "The Word of the Lord," closing the Lectionary, then carrying the Lectionary over to the Tabernacle, placing the Lectionary on the stand in front of the Tabernacle, then returning directly to the front pew.

10. When the Presider finishes reading the Gospel, the Lector sitting closest to the aisle, quickly steps up to the ambo to receive the Book of the Gospels from the Presider's hand; then places the Book of the Gospels on the shelf at the front of the ambo; then returns directly to the front pew.

11. When the Presider is on the last paragraph of The Profession of Faith, i.e., "We believe in the Holy Spirit ...", the Second Lector approaches the ambo, carrying the full Book of Prayers; then mounts the steps of the ambo up to the microphone, as the Presider finishes reading the Introduction to today's Prayer Listing; then the Second Lector slowly reads through the prayers and names; pausing after the last Prayer of Intersession, then stays on the ambo until the Presider reads the ending to today's Prayer Listing; then the Second Lector returns directly to the front pew.

12. When the Presider finishes reading the Prayer After Communion, the First Lector steps directly up to the ambo, reads this weeks prepared announcements, then returns directly to the front pew for the Blessing by the Presider.

13. When Mass has ended, the Second Lector will return the Prayer Listing to the stand in the narthex, opening it to the last notated page; and also return the ring binder containing the announcements to the Vesting Room desk.

NOTE:

When Fr. Ward is the Presider for the Mass, the Book of the Gospels will not be brought in with the procession, as Fr. Ward will read from the Lectionary. Therefore, the Second Lector will leave the Lectionary on the ambo after the Second Reading has been completed.

NOTE: When the Deacon is serving in the Mass, the Deacon will carry in the Book of the Gospels and will present the Prayers of Intersession; and may present the Homily.

NOTE:

Lectors will switch Lector assignments between their 1st and 2nd assigned weeks, so that each Lector will get to serve in both positions.

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