

GUIDELINES FOR READERS 07/19/10

Read and reflect on the readings before your scheduled Mass. If you are unable to read at a particular Mass, please try to find a replacement. If you are unable to find anyone, please contact: Father Mick at 424-3681 or Cheri Kainz (secretary) at 424-3831.

Meet in the sacristy prior to Mass to get your reader sheets. Take the sheets up to the lectern prior to Mass, this also gives a chance to make sure that the Lectionary is opened to the correct page for the first reading.

When Father is ready for you to do so, proceed to the front, introduce the Mass and first song using the prepared introduction sheet (leave the prepared sheets at the lectern). Be seated in the pews near the lectern.

Move to the lectern as Father is finishing speaking so you are ready to begin as soon as he is finished. Read the readings from the Lectionary (the large book on the lectern, not from a Missalette). Introduce each reading as stated in the Lectionary, no need to say "the first reading is..."

Pause (count slowly to 5 using 1 and 2 and 3...) between the first reading and the responsorial psalm and again before the second reading.

The responsorial psalm is read by the reader at the 5 and 8 p.m. and 8:30 a.m. Masses and when the choir is not available at the 11 a.m. Mass. Introduce the responsorial psalm (Our responsorial psalm is...) When the parishioners are to respond, motion with an outstretched palm up hand.

If reading at 11 a.m. with the choir, take a few steps back from the lectern and turn your attention to the choir during their singing of the responsorial psalm.

Close the readings with "The Word of the Lord". A pause before saying this is also appropriate. Return to your seat.

Move to the lectern as Father is finishing speaking so you are ready to begin as soon as he is finished. Read the prayers of the faithful, remain at the lectern turning your attention to Father until he finishes his prayers, then introduce the offertory song and be seated.

During the handshake of peace, go to the tabernacle to get the consecrated hosts and place them on the altar.

Remain standing by the altar to receive communion, and then distribute communion to the parishioners. If your side is finished before Father's, go over and offer to assist.

Return the unused hosts to the tabernacle, leave the key in the lock, and return to your seat.

Move to the lectern as Father is finishing speaking so you are ready to begin as soon as he is finished. Introduce the closing song, and return to your seat.