

Coordinators

Are to schedule the lectors, train any new ones, and answer any questions which come up. They are also to correct and help if they see things which are concerning or if asked by Father. They basically keep things going smoothly.

St Mary	Judy Kimmes	651-480-2293	gjkimmes@fontiernet.net
St. Mathias	Yvonne Arendt	651-829-1281	yvonne@dreamdayservices.com
St. John	Renee Kasel	651- 438-3163	kaselclan@embarqmail.com

General Guidelines

- Dress is appropriate attire, nice shirt, shoes, pants or dress. No shorts, short skirts or sleeveless dresses, tennis shoes, or flip flops.
- Come to practice once a year. St. Mary/John/Mathias - Lector training Oct 7th at 7:15 – 8:15PM in Vermillion. All Lectors, experienced and inexperienced, are required to come.
- Sit up front with family so when it is time, you can easily come up for the readings.
- Make sure the mike is at the right position before speaking into it. Take the time to adjust it if necessary. You may have to readjust when you come back up for the petitions.
- Prepare for the readings and review the petitions. It is important to do this well. There is a preparation book in the sacristy which can be used. There should be three in circulation.
- Read slowly, with meaning, and distinctly so that people can understand. It is better to read to slow than too fast because in reading fast, words tend to get run together.
- Protrude your voice by holding your head upright rather than bending down toward the book.
- People should be able to understand what you are reading by how you read it. If you don't understand what you are reading how will others?
- Try to understand what ideas are in the reading and then try to convey these to the people. Separate ideas by pausing or looking up.
- Staring the reading, pause and introduce the reading, then pause again, and then read, then pause, and then say "The Word of the Lord". Don't rush through the stuff as if you have to get done.
- Look up at appropriate times especially when you approach the end of the Psalm verse.
- Do not raise hand during Psalm as the way you say and looking up at the people will tell them when they are to respond.
- Petitions, after you read the intention, look up at the people and say "we pray to the Lord".
- Try to get better and invite others to comment on how you did. If you are not open to improvement you will not get better.
- Scheduling – The server coordinator does all the scheduling and gives this schedule to the parish secretary. If you know you will be on vacation, let the server coordinator know so you are not scheduled during your vacation. The schedule is made up 3 months ahead. If you can't make the scheduled time, you are responsible for finding a replacement.
- Questions – Call the coordinator listed above for your parish.

Details from GIRM(General Instruction of the Roman Missal)

Following is from the GIRM:

The Vocal Expression of the Different Texts

38. In texts that are to be spoken in a loud and clear voice, whether by the priest or the

deacon, or by the lector, or by all, the tone of voice should correspond to the genre of the text itself, that is, depending upon whether it is a reading, a prayer, a commentary, an acclamation, or a sung text; the tone should also be suited to the form of celebration and to the solemnity of the gathering. Consideration should also be given to the idiom of different languages and the culture of different peoples.

In the rubrics and in the norms that follow, words such as “say” and “proclaim” are to be understood of both singing and reciting, according to the principles just stated above.

99. The lector is instituted to proclaim the readings from Sacred Scripture, with the exception of the Gospel. He may also announce the intentions for the Prayer of the Faithful and, in the absence of a psalmist, proclaim the Psalm between the readings.

In the Eucharistic Celebration, the lector has his own proper office (cf. below, nos. 194-198), which he must exercise personally.

101. In the absence of an instituted lector, other laypersons may be commissioned to proclaim the readings from Sacred Scripture. They should be truly suited to perform this function and should receive careful preparation, so that the faithful by listening to the readings from the sacred texts may develop in their hearts a warm and living love for Sacred Scripture.⁸⁶

109. If there are several persons present who are able to exercise the same ministry, nothing forbids their distributing among themselves and performing different parts of the same ministry or duty. For example, one deacon may be assigned to take the sung parts, another to serve at the altar; if there are several readings, it is well to distribute them among a number of lectors. The same applies for the other ministries. But it is not at all appropriate that several persons divide a single element of the celebration among themselves, e.g., that the same reading be proclaimed by two lectors, one after the other, except as far as the Passion of the Lord is concerned.

The Mass

120. Once the people have gathered, the priest and ministers, clad in the sacred vestments, go in procession to the altar in this order:

- a. The thurifer carrying a thurible with burning incense, if incense is used;
- b. The ministers who carry lighted candles, and between them an acolyte or other minister with the cross;
- c. The acolytes and the other ministers;
- d. A lector, who may carry the Book of the Gospels (though not the Lectionary), which should be slightly elevated;
- e. The priest who is to celebrate the Mass.

Liturgy of the Word

128. After the Collect, all sit. The priest may, very briefly, introduce the faithful to the Liturgy of the Word. Then the lector goes to the ambo and, from the Lectionary already placed there before Mass, proclaims the first reading, to which all listen. At the end, the lector says the

acclamation *Verbum Domini* (*The word of the Lord*), and all respond, *Deo gratias* (*Thanks be to God*).

Then, as appropriate, a few moments of silence may be observed so that all may meditate on what they have heard.

129. Then the psalmist or even a lector proclaims the verses of the Psalm and the people sing or say the response as usual.

130. If there is to be a second reading before the Gospel, the lector proclaims it from the ambo. All listen and at the end respond to the acclamation, as noted above (cf. no. 128). Then, as appropriate, a few moments of silence may be observed.

138. After the recitation of the Creed, the priest, standing at the chair with hands joined, by means of a brief introduction invites the faithful to participate in the Prayer of the Faithful. Then the cantor, the lector, or another person announces the intentions from the ambo or from some other suitable place while facing the people, who take their part by responding in supplication. After the intentions, the priest, with hands extended, concludes the petitions with a prayer.

D. THE DUTIES OF THE LECTOR

Introductory Rites

194. In coming to the altar, when no deacon is present, the lector, wearing approved attire, may carry the Book of the Gospels, which is to be slightly elevated. In that case, the lector walks in front of the priest but otherwise along with the other ministers.

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195. Upon reaching the altar, the lector makes a profound bow with the others. If he is carrying the Book of the Gospels, he approaches the altar and places the Book of the Gospels

The Liturgy of the Word

196. The lector reads from the ambo the readings that precede the Gospel. If there is no psalmist, the lector may also proclaim the responsorial Psalm after the first reading.

197. When no deacon is present, the lector, after the introduction by the priest, may announce from the ambo the intentions of the Prayer of the Faithful.

198. If there is no singing at the Entrance or at Communion and the antiphons in the Missal are not recited by the faithful, the lector may read them at the appropriate time (cf. above, nos. 48, 87)