

Our Lady of Good Counsel

Lector Procedures

1. Study the readings in your Lector Workbook a few days before you are scheduled
2. Arrive at Church 15-20 minutes prior to start of Mass
3. Sign-in on the sheet that is on the lectern in the Lobby
4. Go to pulpit and make sure that the Lectionary is turned to the right page. It should be open to the same page as what you saw in your workbook. Occasionally it may be different if a Feast Day occurs on a weekend. In that case it may be set to the Feast Day readings. Always double check with the Sacristan if the Lectionary is open to a different reading than what was in your workbook.
5. Make sure that the mic is turned on. Usually a little tap will help you determine if it is on or not. If it's not turned on check with Denise Ziegler in the choir.
6. Also make sure that the blue binder with the Prayers of the Faithful (Intercessions) is on the pulpit shelf and that the prayers for that week are there. If they are missing (which I have never seen happen) check with Denise Ziegler.
7. Line up for the Processional. You should hold the Gospel book (Green Cover) with the "Icon" facing forward and held up over your head. The altar servers and Eucharistic Ministers will precede you, and the Celebrant will be immediately behind you.
8. At the Altar place the Gospel book face up in the center front.
9. Step back one or two paces to the left. At this point the Celebrant and Altar Servers will be in front of you.
10. Take a seat either in the very first front pew or in one of the chairs behind the Pulpit (sometimes referred to as the Ambo which apparently is of Greek origin meaning a high elevation.)
11. Your readings take place after the opening prayers following the Gloria which is usually sung by the choir. At this point the Celebrant sits down and he will usually say something like, "Please be seated for the proclamation of the Word." This is your cue to step up to the pulpit and proceed with the first reading. There is no need to rush, and you should pause for emphasis.
12. Once you have finished the reading pause for up to ten seconds before saying, "The word of the Lord."

13. After the first reading take a seat in the chair behind the pulpit. At this point the Cantor will sing the Responsorial Psalm from the choir. Once she or he has finished wait a moment and then proceed with the second reading.
14. Once finished you leave the Lectionary on the pulpit, step off the altar, turn around and make a small bow. You should then take a seat in the first pew.
15. As the Confession of Faith (Creed) draws to a close go up on the Altar, make a small bow, and then go to the pulpit and open the blue binder to the Intercessions page.
16. At the end of the Creed the Celebrant will offer a short prayer asking that God hear and answer our intercessory prayers. You will then proceed to read the intercessions one at a time with a short pause between each one after you say, "We pray to the Lord", and the congregation responds with "Lord, hear our prayer."
17. For each Mass there will be a special prayer for one or more individuals for whom the Mass is being offered. There will be different names for each Mass. Only read the name(s) for the Mass at which you are the Lector.
18. You then proceed to lead the congregation in the Parish Commitment prayer. This will be in blue binder in the same section as the Intercessions. Once the congregation starts offering the prayer in unison lower your voice and just read quietly.
19. Once the Commitment Prayer has been offered you simply step off the altar, make a small bow, and return to your pew.
20. You are now finished for the day! Well done!