

READER TRAINING NOTES:

- ◆ The primary reason purpose for these notes is to clarify the position of Lector vs. Reader. A Lector is not simply volunteer readers; a Lector is a formal office in the Church and should be executed as such – with great reverence and humility.
 - Canon Law describes the Lector as follows:
 - Can. 230 §1. Lay men who possess the age and qualifications established by decree of the conference of bishops can be admitted on a stable basis through the prescribed liturgical rite to the ministries of lector and acolyte.
 - Nevertheless, the conferral of these ministries does not grant them the right to obtain support or remuneration from the Church.
 - §2. Lay persons can fulfill the function of lector in liturgical actions by temporary designation. All lay persons can also perform the functions of commentator or cantor, or other functions, according to the norm of law.
 - §3. When the need of the Church warrants it and ministers are lacking, lay persons, even if they are not lectors or acolytes, can also supply certain of their duties, namely, to exercise the ministry of the word, to preside offer liturgical prayers, to confer baptism, and to distribute Holy Communion, according to the prescripts of the law.
 - As a layperson, you are acting in the capacity of a reader.
- ◆ It is our intent to ensure we are following Canon Law, which proscribes what can and cannot be done with regards to the liturgy – which is not just the Mass, but all public manifestations of the Church.
 - No one – not even a Priest – can add, delete or change the elements of the Mass; particularly with regards to:
 - ☒ Assembly
 - ☒ Proclamation of the Word
 - ☒ Ministry
 - ☒ Sacraments
- ◆ As a reader the number one thing to remember is to avoid prideful arrogance – the Mass is not about the reader, it is not a drama, play or production to be acted out through the readings, nor is it about the Celebrant, it is about Christ.
 - Please arrive 15-30 minutes before your scheduled Mass and sign in / prepare for the readings and announcements – this allows the Celebrant to determine whether he will need to solicit volunteers or do the readings himself.
 - Ensure you clear of the Liturgical Year we are currently in. The easiest way to determine this is to ask one of the priests if you are unsure. You can also cross reference from the Missalette.
 - If two readers are listed on the schedule (which will generally only be on holidays), the duties are divided as follows:
 - ☒The reader listed as number 1) on the schedule is responsible for:

- The opening greeting & announcements.
- Entrance Antiphon (for a mass with no music – announce the page and read the Antiphon after announcing the Celebrant).
- The first reading.
- The Responsorial Psalm (if not sung).
- ☐ The reader listed as number 2) on the schedule is responsible for:
 - The second reading.
 - The Prayers of the Faithful (if not read by the Priest or Deacon).
- ☐ If only one reader is listed, you are responsible for all reader duties listed above.
- Dress code policy is located in the sacristy.
- If you are not scheduled for a Mass but are asked to fill in, please consider your attire before assisting – minimally, a collared shirt, slacks and leather shoes for the men, modest attire for the women.
- Please sit in the transept area (the transverse part of a cruciform church, crossing the nave at right angles – see Figure 1) on the left hand side (the north side) of the church in the seat closest to the Sacristy facing the altar so as to make your approach towards the altar shorter and less distracting to the congregation.

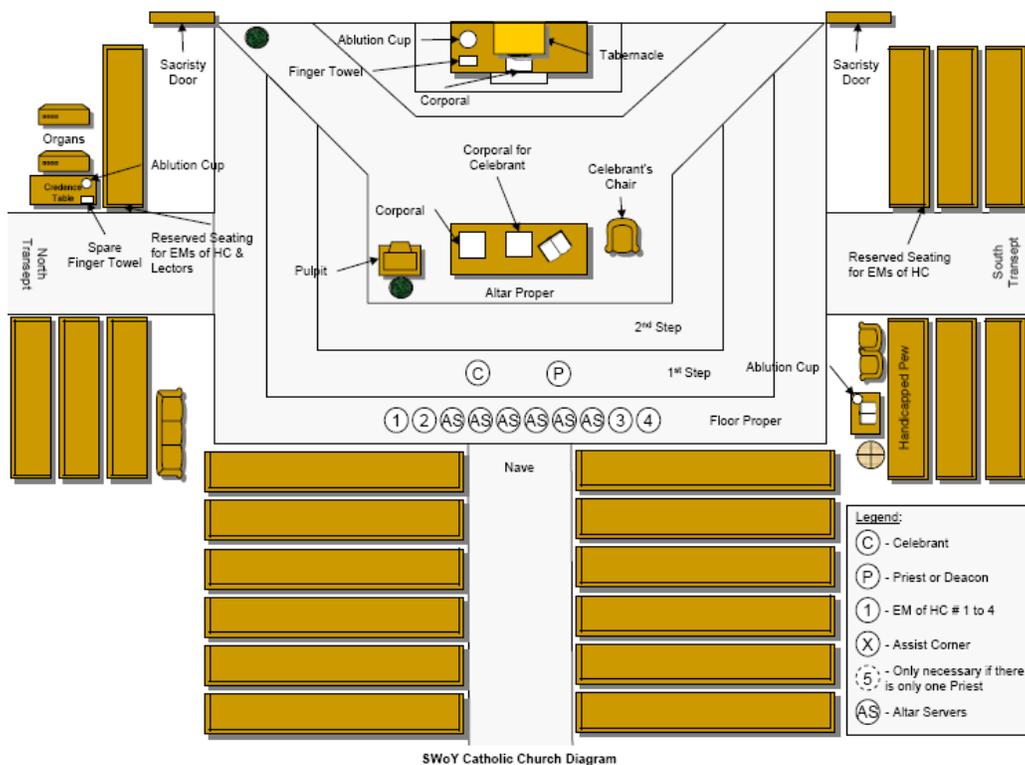


Figure 1

- Ensure the microphone is on before Mass – do not tap it; snap your fingers to test it (the switch is in the Sacristy on the wall opposite the counter where you sign in / prepare for the readings – make sure it is on; the switch is labeled).
- Before Mass, please be sure to check the pronunciation of the Mass intention and any other pronunciations of difficult words, including the General Intercessions (there is a small pronunciation guide located with the sign-in binder).
- When you place the Liturgy of the Word and announcement binder on the pulpit, ensure the light switch is on (it is located on the left inside of the pulpit).
- If you are the first reader and the starting time for the Mass approaches, look for a sign from the Celebrant (either from the back of the church or from the door of the Sacristy) that he is ready to begin the processional – at this point you approach the altar.
- As a general rule, please read at a deliberate pace, keeping in mind the one second pause after commas and semi-colons and the two second pause after colons or periods. Diction and volume are a must:
 - Pause between the introduction (“A reading from...”) and the body of the passage.
 - Pause between the end of the passage and the proclamation (“The word of the Lord”).
 - Take your time – you are proclaiming the Word of God; and faith comes through hearing the Word vice reading it – that is your service to the congregation.
 - If you are reading the Responsorial Psalm (i.e. it is not being sung), please be sure to pause long enough to recite a Hail Mary before starting the Psalm. Similarly, after the Psalm, whether it is sung or recited, there should be another pause of the same length prior to reading the Second Reading.
 - Limit your gestures at the pulpit – if (as during the anticipated Mass) the Reader is reciting the Responsorial Psalm:
 - Do NOT announce, “The response is...” – everyone can read it in the Missal.
 - Do NOT raise your hand to indicate when the congregation should respond (do NOT do the “Statue of Liberty”).
 - Eye contact is not nearly as important as enunciation – most everyone in the congregation will be looking at the Missal following along as you speak.
 - Read deliberately with precise diction and a reverent pace.
 - Pause perceptibly between each reading and the next and between each Responsorial Psalm verse.
- If there are two readers doing the readings, it is ideal that you are passing each other when leaving / approaching the altar so as to limit the distraction of the congregation.
- If there is only one reader, and the choir is singing the responsorial psalm, return to your seat and wait until the responsorial is complete, and then proceed with the second reading.
- Please begin approaching the pulpit AS the Creed is ending. Once the priest has introduced the petitions, there should be no pause before reciting the first petition (Prayers of the Faithful).
- After reciting the Prayers of the Faithful, face the Celebrant as he recites his closing to the Prayers of the Faithful, turn off the light on the pulpit, and take your seat.