

QUEEN OF ANGELS CHAPEL
EMMAUS CATHOLIC PARISH

LECTOR MINISTRY NOTES

January 14, 2018

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*Dear Lord,*

*Invest me with your power as I prepare to proclaim the marvel of your message.*

*I have prepared my reading.*

*I have tried to take within me the meaning of what I am about to proclaim.*

*Help me to proclaim, not just with my lips, but with my whole heart and soul.*

*Lord, make me a hollow reed so that Your voice will be heard by all who hear me.*

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CHECKLISTS AND SUGGESTIONS
FOR EFFECTIVELY PROCLAIMING THE WORD OF GOD

PRACTICE

PREPARE

PROCLAIM

PRACTICE

- **Look ahead on the schedule** to confirm your assigned date and reading. If you can't make your scheduled reading, please try to find a substitute on your own BEFORE Sunday. Let Ken Matwiczak (kmat71@gmail.com) or Marge Fink (liturgy2010@gmail.com) know who is substituting, or if you are unable to find a substitute.
- **Read through your assigned reading** in the Lector Workbook to become familiar with the meaning, pronunciation, intent, etc. If you don't have a workbook, you can find the scheduled readings at: <http://www.usccb.org/bible/readings/mmdyy.cfm> (where **mm** represents the two-digit month, **dd** the two-digit day, and **yy** the two-digit year, of the reading you are seeking.)
- **Visit the website:** <http://www.usccb.org/bible/readings-audio.cfm> to hear your reading in advance. You might also want to check out the "reflections" video at that website as part of your preparation. A useful guide for pronouncing biblical words is at: <http://netministries.org/Bbasics/bwords.htm>
- **PRACTICE your reading aloud** (more than once) the day before you are scheduled to read! Get comfortable with the suggested emphasis, pauses, pronunciations, etc.
- **Prayerfully reflect** on the meaning and purpose of your reading.
- **PRACTICE AGAIN!**

PREPARE (before Mass)

- **Read again** through your assigned reading before leaving home.
- **APPROPRIATE ATTIRE**. Respectful. No shorts, t-shirts, unkempt jeans, etc. (Remember, you are representing not only yourself, but serving as a representative of all Christ's ministers.)
- **Check in** with the assigned **Announcer** *15 minutes before Mass* and **pick up your medallion**.
- **Check the Lectionary on the Ambo** to be sure the book is open to the scheduled readings. Red Ribbon marks the scheduled readings. (In case you forget, the Mass Coordinator, I, and/or the Sacristans also try to check this as well.) If you are reading Prayers of the Faithful, review them before Mass.
- **Gather in the Chapel Conference Room** five (5) minutes before Mass for prayer and solemn preparation with the Celebrant and other ministers serving that day. Spend some time before Mass reflecting on the awesome task you are about to undertake.
- **Proceed to the Ambo**. **FIRST READER**, as soon as the Celebrant is seated. **SECOND READER**, at the last note/word of Responsorial Psalm. **PRAYER OF THE FAITHFUL**, when you hear the words in the Creed, "... life of the world to come". (*Sit in front half of chapel to reduce time it takes to walk to Ambo*)
- **Pause and Bow** slightly at the foot of the Altar steps before stepping up to the Ambo.
- **Posture!** Stand tall! Head up! Don't lean on the Ambo.
- **Pause** to adjust microphone, **Prop the Lectionary (Book)**. AND **Make eye contact** (look at the Congregation) before beginning to proclaim the Word.

PROCLAIM

(Remember!!! You are "**PROCLAIMING**"! Not "Reading"! Talk TO the Congregation!)

PRONOUNCE!

PACE!

PROJECT!

PAUSE – Between "A Reading from..." and the beginning of the reading. (Don't add words.)

PRONOUNCE - *Articulate* and *enunciate* each word clearly. *Emphasize* and *Intone* as appropriate for the reading.

- Avoid dramatizing or "overreaching", as well as avoid monotone and/or "sing-song"
- "A" is pronounced "aah", not the long "Ay"!
- Declarations and statements end in periods, not with question marks.

PACE - Proclaim *slowly* and *deliberately*. (**DON'T RUSH!!**) Note punctuation in the reading, to include commas and periods. Take every opportunity to glance up at and around the congregation.

PROJECT - *Talk to the Choir!!!* If they can hear and understand you, then everyone else can.

PAUSE again, at completion of the text, before reading "The Word of the Lord". (Don't add words.)

PREPARE the Ambo for the next reader. **Announcer**, ensure the Lectionary is open to the first reading for the day. **First reader**, turn to next marker. **Second reader**, close the lectionary and place it on the shelf under the Ambo, **if not needed for the Gospel**, otherwise turn the page to the Gospel reading.

PROCEED back to your seat with the congregation. Pause at the bottom of the Sanctuary steps and bow towards the Altar.

Readings & homily from Sunday Mass are usually recorded and posted to the web, after a few weeks. If you would like to hear yourself, or others, proclaim the Word, go to the appropriate month and year at, for example:

<http://qoaspwd.com/december-2017/>