

April 1, 2007

St. Martha Parish
Kingwood, Texas

Lector Ministry Procedures
Effective February 1, 2003

The following describes the procedures to be followed in serving the lector ministry at St. Martha Parish:

- Confirm your appointed schedule. Know when you are expected to serve and be faithful to your commitment. Obtain a substitute if you are unable to make your assignment. In an emergency call Erv Baumeyer @ 281-358-4975.
- Prepare and practice your assigned reading a week in advance. Use the workbook provided.
- Report 15 minutes before start of mass, sign the register in the Sacristy, review your assigned reading in the workbook, retrieve the Book of Gospels from the ambo and verify the bookmark in the Lectionary, which resides at the ambo. The First Reader should review a copy of the General Intercessions provided in the Sacristy.
- Assemble in the back of Church five minutes before mass starts for the Gathering Prayer.
- For the entrance processional the First Reader carries the Book of Gospels overhead. In the event there is a Deacon present, the Deacon will bring up the Book of Gospels in the procession. The order of the processional is the Altar Servers, the Second Reader, the First Reader and then the Celebrant.
- Upon arriving at the altar the Second Reader steps to the left of the center aisle and stands in front of her/his seat in the first row. Lector carrying Book of Gospels will place it on the Altar in the acrylic stand. The First Reader returns to the foot of the altar and the entire procession bows to the altar. The Lectors take their assigned seats in the left front row.
- After the Opening Prayer and when the Celebrant is seated in the Presider's Chair, the First Reader, who remained standing, moves to the foot of the Altar, bows to the Altar and walks to the Ambo to proclaim the First Reading.

At the lectern, pause momentarily to assure you have the attention of the congregation before proceeding with the Reading. The Word of God must be proclaimed precisely as written in the Lectionary. At the end of the First Reading, Lector will leave Ambo, meeting the Cantor at the Altar and bowing, taking his/her seat. Cantor will proceed to Ambo and sing the Responsorial Psalm.

- At end of Psalm, Cantor will leave Ambo and meet Second Lector at front of Altar, bowing together. Cantor will return to seat by Cantor Stand and Lector will proceed to Ambo to proclaim Second Reading.

- At end of Second Reading, Lector **closes the Lectionary and places it to the left of the lectern on the brick parapet**, leaving Ambo, bowing to Altar and standing at his/her place in the first pew.
- As soon as Lector bows to the Altar, Accompanist begins Gospel Acclamation. Presider or Deacon goes to front of the Altar to pick up the Book of Gospels.
- At the end of the Gospel Reading and Homily, Presider will go to chair for Profession of Faith and General Intercessions.
- After Presider bows to the Altar, First Reader will stand, bow to the Altar and walk to the side of the Ambo to recite the Profession of Faith. (If a Deacon is present, the Deacon will read the General Intercessions and there is no action to be taken by the Lector.)
- At “We believe in one holy catholic and apostolic church” the Lector ascends the Ambo and prepares to read the General Intercessions.
- At the end of the General Intercessions, the Lector will leave the Ambo, bowing to the Altar, and taking his/her seat.
- The Book of Gospels and the Lectionary will be left at the Ambo. After the Concluding Rite the Lectors will take their respective places in the recessional after bowing to the Altar from their assigned seats and follow the Altar Servers down the center aisle during the final hymn.
- **Exceptions to the above:**
At masses without a Cantor the First Reader recites the Responsorial Psalm immediately after the First Reading and leaves the Ambo to meet the Second Reader in front of the Altar bowing together. The Second Reader’s duties are unchanged; however, the Second Reader will recite the General Intercessions.

In the event there is only one reader, follow the above the procedures assuming the role of both the First and Second Reader.

At the Sunday 5:30 pm Life Teen Mass there may be three (3) readers. The Third Reader will recite the General Intercessions in the absence of a Deacon.

Please refer to our website at www.kingwoodcable.com/baumeyer/lectorsch.htm for additional information and resources related to this Ministry such as schedules, techniques and links to other sites of interest.