

Annunciation-Our Lady of Fatima Parish



Lector's Mass Guide

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I. Welcome

Welcome to the Lector Ministry at the parish of Annunciation – Our Lady of Fatima.

A. Mass Schedule

The current mass schedule is listed below

Annunciation Church	Our Lady of Fatima Church
Saturday	
9:00am	8:00am
5:00pm	5:30pm
Sunday	
7:30am	9:00am
10:00am	
12:00pm	
5:00pm	11:00am
Weekdays	
6:45am	8:00am
9:00am	

The Mass Schedules and other information pertaining to the parish and its various ministries can be accessed on the Parish website at:

Annunciation - Fatima.com

II. The Lector at Mass

Reading and explaining the Word of God when the Scriptures are read in the Church, God Himself is speaking to His people, and Christ, present in his own word, is proclaiming the gospel. The readings of God's word must therefore be rendered with reverence; they are an essential element of the liturgy.

Scripture Readings should be delivered in a loud and clear voice. The tone of voice should correspond to the genre of the text, meaning that a reading, a prayer, an instruction, an acclamation, or a liturgical song should be articulated in such a way as to be suited to the form of celebration and to the solemnity of the gathering.

In the readings, the table of God's word is laid for the faithful and the riches of the Bible are opened to them. Hence, one of the primary responsibilities of the Lector's ministry is to ensure that the Word of God is presented to the congregation in a reverent manor which will allow the congregation to hear the Word clearly and reflect on the Word in their hearts. Therefore, when proclaiming the Word from the

Lectern, ensure that you proclaim the Word in a loud and reverent tone of voice, proceeding through the readings slowly and clearly annunciating each and every word.

III. Attire

Since the Lectors have a prominent and highly visible role in the celebration of the mass, dignified attire helps to demonstrate an appropriate reverence for the solemnity of the mass. As such, gentlemen are asked to wear a jacket with either shirt and tie or a turtleneck shirt when ministering at the mass. Ladies are asked to wear dresses, skirts or tailored slacks. We would ask you to refrain from wearing jeans or sneakers when ministering to the parish community.

IV. Pre-Mass Preparation

In preparation for proclaiming the Word at Mass, it is recommended that the Lector read though the readings and the psalms and familiarize themselves with the names, terms, and language and to determine the most appropriate cadence for the readings. Lectors are therefore permitted to take home a copy of the missal from the Church for their use. The following resources are also available to assist you with the readings:

- The United States Conference of Catholic Bishops Website – contains the text of the daily Mass readings and pod casts of the readings that can assist you with the pronunciation of certain Biblical names and words contained within the readings. These resources can be accessed at the following URL:

<http://www.usccb.org/bible/readings>

- In addition the following publication will be provided to active lectors to assist with the proclamation of the word – “Workbook for Lectors, Gospel Readers, and Proclaimers of the Word” by Liturgy Training Publications

Plan to arrive ten to fifteen minutes before the Mass. This will give you an opportunity to locate the Lectionary and ensure the correct readings for the Mass are marked off with the ribbon markers.

[Annunciation Church]: The Lectionary will be located at the back of the church on the marble table to the right as you are facing the altar.

[Our Lady of Fatima Church]: The Lectionary will be located in the vestment room which is through the door located on your right as you enter the church though the Strathmore Road entrance.

Prior to the mass it is also recommended that the Lector review the Intercessions or Prayers of the Faithful, which you will be responsible for proclaiming from the lectern during the Mass. Often times there are names of ill or deceased parishioners that may not be easy to recite or pronounce. It is recommended that the Lector read though the names and the petitions so that when you are

proclaiming them at the lectern you will be familiar with them and less likely to stumble through them. Should you have any questions about pronunciation you can approach the priest presiding at the mass and ask him for clarification. A copy of the Intercessions can be found in the Lector's Book, which should be located at the lectern or pulpit on the altar. Along with the intercessions you will also find the announcements for the week, which you should review as you will also be responsible for reciting them from the lectern.

V. Liturgy of the Word

A. Entrance Procession

During the procession, the lectionary should be carried in a reverent fashion with two hands facing outward either at chest height or elevated above your shoulders.

When lining up for the procession the lector will take his/her spot in the procession directly behind the cross bearer and altar servers. In the procession you will be followed by the Eucharistic Ministers, Deacon, and Priest.

The procession should not begin until the first words of the entrance hymn are sung. If you notice the altar servers start the procession with the music, but before the Leader of Song (Cantor) begins the hymn, please ask them to wait.

When you arrive at the altar you should genuflect or bow reverently before proceeding to the lectern or pulpit where you will place and open the lectionary to the first reading before retiring from the altar.

When retiring from the altar, please be sure to face the altar and genuflect or bow reverently prior to proceeding to your seat.

[Annunciation Church]: the Lector should be seated in the first pew on the left hand side as you face the altar. The Eucharistic Ministers will be sitting across from you in the first pew on the right hand side when facing the rear of the church.

[Our Lady of Fatima Church]: the Lector should be seated in the first row of the chancel pews immediately to the left of the altar when facing the altar

B. Opening Prayer > First Reading

After the Penitential Rite, the Kyrie and the Gloria, the Priest will say the opening prayer. Upon the conclusion of the opening prayer the Lector is to proceed to the altar, genuflect or bow reverently, and proceed to the lectern or pulpit to proclaim the first reading.

Lector introduces the reading from the lectionary: "A reading from"

At the conclusion of the first reading the Lector should take a noticeable pause before saying "The Word of the Lord" and remain at the lectern for the responsorial psalm.

C. Responsorial Psalm

If there is a Leader of Song (Cantor) for the Mass: the Cantor will proceed to sing the responsorial psalm. The Lector will remain at the lectern for the duration of the psalm.

In the event there is not a Cantor available for the Mass: the Lector will first recite the response and allow the congregation to repeat the response before proceeding to recite each verse of the psalm, pausing at the end of each verse to allow the congregation time to say the response before proceeding to the next verse.

Note that at the 7:30am Sunday Mass the Lector will be responsible for leading and reading the Responsorial Psalm as there will be no music or cantor at this Mass.

D. Second Reading

Once the Responsorial Psalm concludes the Lector will begin to proclaim the Second Reading – introducing the reading by saying: “A reading from”

At the conclusion of the second reading the Lector will again take a noticeable pause before saying “The Word of the Lord” and return to his/her seat in the first pew, ensuring to genuflect or bow reverently upon leaving the altar.

Note that at the 7:30am Mass on Sunday the Lector should check with the Priest prior to Mass to ask the Priest if he would like the Lector to read or recite the Gospel Acclamation (the great Alleluia). The Gospel Acclamation is traditionally to be sung, but the Priest may ask the Lector to recite it. Again, please check with the Priest before the 7:30am to confirm.

E. Gospel and Homily

The Lector will remain seated in the pew for the Gospel and the Homily.

F. Profession of Faith>Prayers of the Faithful

The Priest will lead the congregation in the profession of the Creed. At the end of the Creed the Lector should begin to make his/her way back up to the altar for the Prayer of the Faithful. Please remember to genuflect or bow reverently at the altar and proceed to the lectern.

From the Lector’s book, which should be located at the lectern, turn to the Intercessions or Prayers of the Faithful and wait for the Priest to finish his introduction to the Prayer of the Faithful.

The Lector will then recite the Prayers of the Faithful, pausing after each petition saying “Let us pray to the Lord”, giving the congregation sufficient time to respond.

Upon completion of the Prayers of the Faithful the Lector should turn toward the Priest who will conclude the Prayers of the Faithful

G. Announcements

Once the Priest has concluded the Prayers of the Faithful, the Lector will turn back to the congregation and commence the announcements for the week, which will be located in the Lector's Book on the pages after the Prayers of the Faithful.

The Lector will introduce the announcements by saying "The Announcements for this week..." and then proceed with recitation of the announcements.

Upon concluding the announcements the Lector should end with "Thank You..." and then proceed back to his/her seat in the first pew, being sure to genuflect or bow reverently upon leaving the altar.

H. Liturgy of the Eucharist and Communion Rite

The Lector will remain seated in the pew for the Liturgy of the Eucharist and the Communion Rite (except when receiving communion). In extraordinary circumstances and at the request of the presiding priest a lector, who has received training and is also an active Extraordinary Minister of the Eucharist, may be asked to participate in communion as an Extraordinary Minister of the Eucharist.

I. Concluding Rites

After delivering the final blessing the Priest will say "The Mass has ended. Go in peace to love and to serve the Lord ...". The Cantor will then commence the Recessional Hymn, and the Priest and the altar servers will begin to prepare for the procession from the altar.

When the Cantor begins the Recessional Hymn and/or the Priest and altar servers start to recess from the altar the Lector should proceed to the altar, pausing to genuflect or bow reverently, and retrieve the Lectionary from the Lectern / Pulpit.

The Lector will then recess from the altar, allowing the altar servers to go before him/her. The lector will genuflect or bow reverently upon leaving the altar and take his/her place in the procession.

When the Priest bows and takes his leave from the altar the procession, including the Lector will bow to the altar and turn to face the congregation and being the recessional procession.

When the Lector arrives at the back of the church, they should ensure that the lectionary is returned to its proper place as noted above, that the ribbon markers are positioned, and that the lectionary open to the first reading in preparation for the next Mass.

VI. Other

A. Lector Schedule and Mass Coverage Logistics

The Lector schedule is published periodically during the year and sent to all lectors via email or the postal service for those without email access. Each Lector schedule will be accompanied by a Lector contact list to assist with the process of securing replacement Lectors when you are unable to serve at a scheduled mass.

The formal Lector schedule will cover only Saturday and Sunday masses, Holy Week and Christmas. Lectors serving at weekday masses at both parish churches are arranged by the parishioners. For Holy Days of Obligation, active Lectors attending the mass are asked to make themselves known to the priest offering the mass if they are prepared and willing to Lector at the mass.

It is the responsibility of each Lector to secure a replacement Lector in the event they are unable to serve at a scheduled Mass. The Lector Contact List will contain phone numbers and email addresses to help facilitate finding a replacement Lector.

It is recommended that Lectors reach out as soon as possible in the event that they know that they will be unable to serve at a scheduled mass. This will allow time for other Lectors to rearrange their schedules and assist in covering a particular mass. Please copy Albert Messana at amessana3@gmail.com on requests for coverage or schedule changes.

The Lector Schedule can be found at: <http://annunciation-fatima.com/lectors/>

B. Questions

If you have any questions about the Lector Ministry at the Parish of Annunciation – Our Lady Of Fatima please feel free to reach out to Albert Messana at amessana3@gmail.com (914-439-0513) or to the Parish Offices at 914-779-7345.