

GUIDELINES FOR THE MINISTRY OF READERS

Please arrive at least 15 minutes before the scheduled Mass time. This allows for last minute instructions. Please make sure all is ready for Mass; the Lectionary is on the ambo and opened to the right page and the Prayer of the Faithful also being ready for your use.

- Please adjust the microphone and speak clearly and slow enough for the sound system to catch up with your voice.
- After the opening prayer, and once the congregation is seated, step into the sanctuary and proceed to the ambo

First Reading:

- It is not necessary to list readings (1st reading, 2nd reading)
- When reading is completed please be seated for the responsorial psalm which will begin **after** you are seated.

Second Reading:

- Please wait for the responsorial psalm to **finish**.
- Then stand and return to the ambo.
- After the second reading, return to your set and remain standing for the gospel acclamation.

Prayer of the Faithful:

- Wait until Father has finished with the introduction before approaching the ambo.
- After reading the prayer of the faithful (after the Hail Mary) return to your seat for the announcement of the song for the preparation of gifts will only begin when you have stepped out of the sanctuary.