

Commentator / Prayers of the Faithful

- Commentator commences with the pre-introduction as indicated by the presider.
- Prayers of the Faithful are said after the Creed.
- Move to position at the mic during the last paragraph of the Creed “I believe in the Holy Spirit...”.
- Remember to pause before saying “Lord hear us”. To give the assembly the cue to respond, look up and give eye contact.

Principles for Effective Proclamation

1. Sacred Scripture is the Word of God.

- Formation is important.
- Mentoring for each new reader—with feedback.
- Preparation beforehand is essential.
- Engagement with the Word.
- Witnessing to God’s Word.

2. Reverence for God’s Presence in the Word.

- Dignity of the process and dress.
- Careful, prayerful preparation.
- Confidence in movement and use of equipment.
- Moving in union with other ministers.

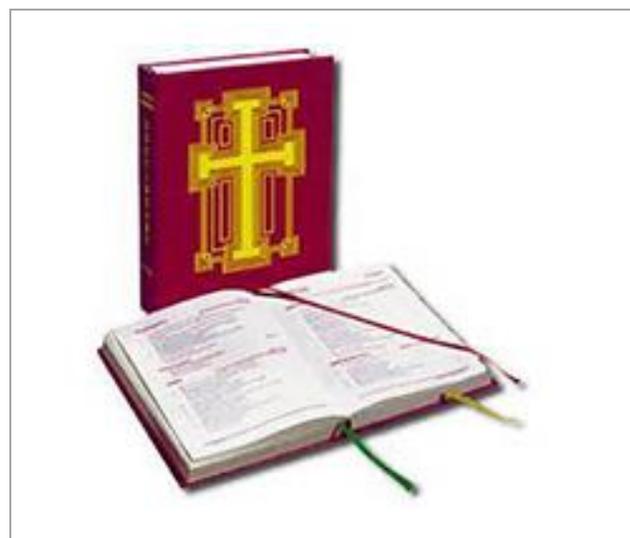
3. Proclaiming God’s Word with clarity, sincerity and conviction has the power to touch lives and change hearts.

- Knowledge of sound system and use of microphone.
- Location of the Lectionary and Book of the Gospels.
- Readers liaise with musicians about the singing of the responsorial psalm and other responses.
- Everyone clear about roles and responsibilities.

If you are concerned about your capabilities or the process, please contact Fr Rafal.

If you are concerned about the capabilities of another person refrain from giving critique or criticism unless asked. Refer all concerns to Fr Rafal.

Ministers of the Word Guidelines



ST FLANNAN’S CATHOLIC PARISH

Zillmere

Parish Guidelines

Preparation

- Locate the reading in *Break Open the Word* or *God's Word* (great preparation resources and made available for purchase beginning of each year at a nominal cost. Please contact Parish office). A reference copy of *Break Open the Word* is kept at the alcove near the piety stall entrance.
- Ensure that the Parish Office is updated with your email and mobile number so that a reminder email/SMS can be sent to you about your upcoming reading commitment.
- Prepare for your ministry with prayer and reflection in the preceding week.
- Familiarise yourself with the scripture and read the commentary. Practice it aloud, read for meaning and work out pronunciations of difficult words.
- Familiarise yourself with both the first and second readings and the psalm as if the other reader is absent you will need to be prepared to read all of the readings.

Before Mass

- Arrive 10 minutes before the liturgy. If you have not presented within a reasonable time frame the Coordinator will need to be seeking a replacement to ensure efficient progression of the Mass.
- The presider will have ensured that the Lectionary is in place at the ambo, open at the correct page and that the mic is on.

Regarding the psalm

- The psalms were written to be sung and not to be said or recited.
- The singing of the entire psalm or even of the response alone, is preferable though this is not always possible.

First reader

- The first reader to check with musicians regarding the parts of the psalm that will be sung.
- Obtain the Book of the Gospels from the alcove near the piety stall entrance and go to the main entrance ready for the entrance procession.

Second reader

- Before taking your seat, a sign of reverence should be made to the altar. This is best done in the form of a profound bow, performed slowly and deliberately from the waist from a standing position.
- Please sit close to the front of the church and on the end of the pew for easy exit and to enable you to move promptly into position for ministry.

Reading Ministry Ritual

- The first reader carries the Book of the Gospels during the entrance procession at the start of Mass. The altar servers, followed by the first reader, followed by the presider. Process to the front of the altar. In alignment, bow in reverence to the altar then place the Book of the Gospels in the middle of the altar and return to your seat.
- After the Collect (opening prayer) the first reader moves reverently to the sanctuary.
- Do not reverence the altar as you approach the sanctuary—you have bowed to the altar during the entrance procession / on arrival at the church.
- For your height, reposition the mic if necessary.
- Begin with “A reading from...” and conclude, after a pause at the end, with “The Word of the Lord” **not** “This is the Word of the Lord”.
- During the reading try to engage the assembly by projecting your voice, reading slowly, using good pauses and making eye contact.
- If the entire psalm is sung the first reader returns to their seat otherwise wait until the musicians lead the response to the psalm.
- If reading the psalm remember it is poetry and therefore requires a different pace. Read it with meaning. Refrain from saying “the response is...” or “response” after each verse. Begin by speaking the refrain of the Psalm and look up to encourage the assembly to repeat the refrain initially. Then as each verse is read look up to encourage the assembly to respond with the refrain.
- When the reading/psalm is over the first reader leaves the ambo and returns to their seat.
- The second reader moves to the ambo (same instructions) after the first reader has left the sanctuary.
- When the second reading is over the second reader closes the Lectionary, stows the Lectionary in the shelf below the ambo, leaves the ambo and returns to their seat. Refrain from saying “Please stand for the Gospel”.