

# Instructions for Lectors and Prayer Readers

**Thank you** for serving as a lector. Enclosed are the lessons for your Sunday. Please read the following instructions, even if you are an experienced lector.

At Holy Eucharist, the Lector will read the following:

The First Lesson

The Gradual or Psalm (leading the congregation, who remain seated) *unless Psalm is sung*

The Second Lesson (Epistle)

The Prayers of the People (7:45 service ONLY)

At Holy Eucharist, the Lector-Prayers will read the following:

The Prayers of the People

## Instructions for Reading Scripture:

- **Prior to the reading of each scripture, say, “A reading from…”**, adding the name of the book from which you will be reading. At the conclusion of the first and second lessons, please make a distinct stop and then say, **“The Word of the Lord.”** The congregation will respond by saying, “Thanks be to God.” When they have responded after the last reading, return to your seat near the lectern.
- **Practice reading the enclosed lessons several times.** Be able to pronounce the words. *Meaning* should direct your reading and will help your listeners understand. Mark the enclosed copy in any way that will be helpful to you.
- **Set your readings on the lectern before the service begins,** or read from the Book of Lectionary Readings on the lectern. Do not carry paper with you to the lectern. The Psalm is not in the Lectionary, so use the readings left in the vesting room or the bulletin.
- **Read with expression and s-l-o-w-l-y.** Express the feelings in the text. However, this is not a performance of dramatic skills; any inflection should draw attention to the material, not the reader. Read slowly and deliberately, clearly reading all the words, particularly at the end of phrases. If you have questions about pronunciation, contact the clergy or consult the guide in the library in the Foster Room of the Parish House.

## Instructions for leading the Psalm:

You may read the Psalm in several ways. Be clear and announce to the congregation the way you would like the Psalm to be read. Here are some possibilities:

1. **Read in unison** – everyone reads the entire Psalm together
2. **Read responsively** – back and forth between the Leader and the Congregation
  - a. by half verse (breaking at the asterisks) - Leader reads first half, Congregation reads second half.
  - b. by full verse – Leader reads odd verses, Congregation reads even verses. Best if Psalm has even number of verses.

3. **Read antiphonally** – divided between two groups in the Congregation, either divided by half verse or full verse.
  - a. by men and then women or by women then men, if Leader is a woman.
  - b. by left side of center aisle, then by right side.

**At the 11:00 am service: the Psalm is usually sung.** Only on rare occasions will you be required to lead the Psalm at the 11:00 service.

## Instructions for reading the Prayers of the People

The prayer list is updated to the last minute, so the prayers are not mailed in advance. **Please pick up the Prayers of the People in the Clergy Vesting Room before the service.**

**7:45 am and 11:00 am readers:** Please be standing at the lectern with the prayers at the conclusion of the Creed, ready to begin immediately.

**8:45 am Prayers of the People reader:** Pick up the Prayers in the Vesting Room, but keep and read prayers from where you stand. The Prayers of the People come after the announcements once the congregation has gathered around the altar.

## Microphone

Before the service, make sure the microphone switch is ON. The switch is located next to the door behind the lectern. Set the microphone at the level of your mouth, but at least one foot away. Don't lean into the mic, read normally and clearly and the mic will do its job.

## Additional Notes:

If you are unable to participate on an assigned Sunday, please arrange to have someone take your place as soon as possible. Changes can be made through the Ministry Scheduler Pro system at <http://www.rotundasoftware.com/ministry/TrinityStaunton>. If you don't have computer access, you may call the parish office at 886-9132 at any time; speak with the staff until 5:00pm on Fridays, or leave a message on the voicemail system. After Friday, please call The Rev. Paul Nancarrow at 255-3403 if you are unable to find a sub.

**Thanks again!**

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