**Reader Responsibilities**

**(updated August 8, 2017)**

1. **Be a good model of a worshiper yourself.** Sing, attend, respond.
2. **Texts for your assigned reading.** Each week, Mary Ellen scans readings from the WORKBOOK for LECTORS and sends it to scheduled readers. She also includes a link to the United States Conference of Catholic Bishops site containing Sunday readings. If you want to make a copy of the readings, the WORKBOOK for LECTORS is available in the copy room for you! I also put a pronunciation guide with the WORKBOOK for LECTORS.
3. **Prepare your reading.** This is why we ask you to pick it up ahead of time. We mean more here than worrying about pronunciations of funny names and strange words. The commentary at the foot of the Workbook for Readers will help you understand the meaning of the text, which is essential to a convincing delivery. Don’t be afraid to ask the pastor, deacon, or Mary Ellen for help (the prophets and Paul can be hard to figure out). Reading with understanding is the key. ***It is also important to practice/pray your reading before your scheduled time!***
4. **Please arrive at least ten minutes before your scheduled liturgy.** “Sign-in” on the clipboard in the sacristy, and if possible check with the minister coordinator or the presider to receive any last minute instructions. If you haven’t checked in we may not know that you are present and may enlist someone else to do the reading (which is unfair both to them and to you). ***If THERE IS NO DEACON PRESENT, the second reader will read the general intercessions, which will be sent with the scanned readings each week.***
5. **Check the placement of the text in the Lectionary.** Compare the text in the Lectionary with what you prepared. Please do not read from the practice sheet. If you are the first reader also check the height of the microphone now (before the service begins) to make sure it is at the proper level for you.
6. **Approach the sanctuary with a reverence to the altar, BOW to the ALTAR, and proclaim your reading with energy and understanding.** Our sound system does a good job of amplifying your voice, but it will not do what your diaphragm, larynx, mouth, and lips should do for you. The key to good public speaking is **LOMM—Large, Open, Moving, Mouth**…and UNDERSTANDING WHAT YOU’RE READING!
7. **After your reading, remain “at rest” at the ambo until the music for the psalm or Gospel acclamation begins, then turn and reverence the altar again as you leave the sanctuary.** The silence after the readings is not “dead time,” but an opportunity to mull on the word just heard. We would ask you to stay at the ambo, and close your eyes, striking a reflective pose (modeling to the assembly what we hope they will also do). Obviously, you need to be still and calm, not looking around or checking on the musicians. As soon as the accompaniment for the psalm of acclamation begins you can return to your place. First readers should turn page for second reading before stepping back from the ambo.
8. **If you cannot make a scheduled date, please find a substitute.** If you’re unsure about when you’re scheduled to read, you will receive a reminder email each week from Mary Ellen. The schedule is also posted on the parish website and the Roncalli Newman Liturgical Ministry Facebook page. Do not call the other reader to read both scripture texts (we want as many different faces as possible at these tasks). You are welcome to use the batch file to find a sub, but please refrain from including Mary Ellen. **When you find a sub, please let BOTH CHERIE AND MARY ELLEN know of any schedule changes, switches, etc.**