

As Lector you will:

1. **READ THE LESSONS.**
2. **PASS THE PEACE**
3. **GIVE OUT AND RECEIVE THE OFFERING PLATES**
4. **HELP WITH COMMUNION DISTRIBUTION**

Sometimes the Lector doubles as the Acolyte (the one who lights the candles), generally this is the case always at the 9:30 service.

BEFORE THE DAY

You should receive the lessons well in advance of your day. They will include not only the lessons, but also an explanatory preface.

Practice reading them aloud – several times. Do not be shy. If you need help with pronunciation, don't hesitate to call the office.

SPEAK OUT. You are proclaiming good news!

DAY OF THE SERVICE

Try to arrive at least fifteen (15) minutes before the service.

1. VEST

Your vestments are:

- **A white alb (that's the name for the white robe)**
- **A rope cincture (belt)**
- **A cross.**

⊠ PROCESSION

Generally there will be a crucifer and acolyte who will lead the procession. Wait until the people start singing the processional hymn and then follow the acolyte up the aisle, walking to the right of the Assisting Minister. Pause at the steps until the candles are lit, then step up toward the altar. When you reach the altar, you may bow before it & then walk around to right of the altar. Your sitting place is usually right of the two innermost chairs. Sometimes you will double as acolyte. If this is the case, you follow the processional cross. When you get there, bow to the cross, light the right candle, bow again, light the left candle, then bow again and retract the wick to turn the candle off before taking your place on the right pew. The rule for the candles is: the right one burns longest. It is the first one you light and the last one you extinguish. [NOTE: *The crucifix is used in Advent & Lent, the cross during other Sundays.*]

Participate like a normal person: after you get to your place behind the altar, you participate in the service just the same as if you were out in the congregation. The presiding and assisting ministers will lead the congregation through the Kyrie, the Hymn of Praise and the Prayer of the Day.

2. READ THE LESSONS

1. Read the First Lesson

as the Prayer of the Day is wrapping up, move to the pulpit, get out your rubric or bulletin, and stand on the little pedestal box or push it in out of your way. If you have the rubric, you can read it verbatim. If you're reading from a bulletin, use the announcement format "The first lesson is taken from the fiftieth chapter of Isaiah verses four through nine." Then just read the scripture. Try to avoid being either too robotic or too affected in your reading style. The words were chosen for their meaning and beauty, so read them naturally and trust them to do the speaking. When you finish, say, "Here ends the Reading," or "Hear ends the First Lesson."

2. **The Psalm. The Psalm is generally sung by cantor and/or choir, but it is sometimes read responsively or in unison. Check the bulletin in advance to see what today calls for. Either say "We will sing the psalm" or "We will read the psalm responsively" or "We will read the psalm in unison" If it is read responsively, you start, the congregation reads the BOLD printed words. Sometimes the Psalm is omitted. Then just go on to the second lesson.**

3. **Read the Second Lesson:** the process here is identical to that with the First Lesson. After you are finished, return to your seat but remain standing for the Alleluia/Gospel Acclamations and the Holy Gospel, which is read by the preacher.

At this point, you are done until the Passing of the Peace.

4. PASS THE PEACE

Once the prayers are concluded, exchange the Peace with the other Worship Leaders, then choose whichever aisle the others appear not to be going down and greet anyone who doesn't seem to have anyone greeting them at that moment. Do this briefly, but get back to the altar within a minute or so because you are responsible for distributing the offering plates

5. GIVE OUT AND RECEIVE THE OFFERING PLATES

Get the offering plates out from under the pulpit and hand them to the ushers. Go to the Sacristy (the room with the sink on the West side of the altar) and use one of the antibacterial wet-wipes to sanitize your hands before the communion begins. While you are doing this, the Ushers will be collecting the offering. Return to your spot on the pew and wait for them to start down the aisle. Meet them on the bottom step before the baptismal font, take the offering plates from them, and place them under the lectern. Then return to your place and participate as normal until the presiding minister communes you.

6. ASSIST IN DISTRIBUTION OF HOLY COMMUNION

The Worship Leaders receive communion first.

You may be handed the chalice to commune the other Worship Leaders. If not, after you receive communion, take one of the chalices and its accompanying cloth (called a "Purificator") and wait to follow the person distributing the bread on your side.

NOTE: Though rare, you might distribute the bread. If you are distributing the bread, proceed to your side, breaking off a portion and placing it in the person's hands, saying:
"THE BODY OF CHRIST"

Usually you will be distributing the chalice. You will follow along with the chalice and the cloth to offer it to each of the communicants at the rail. Take your cue from the communicant – if they reach for the chalice, keep hold of the chalice while still letting him or her guide the chalice to their mouth and say “**THE BLOOD OF CHRIST**” – if they don’t reach for the chalice, they will be waiting for individual glasses. Move on to the next person.

- Wipe the rim of the chalice with the cloth each time someone drinks from it and turn the chalice slightly.
- If the chalice runs low on wine go to the altar and fill it back up to roughly 1/3 capacity, then return to your place in the rotation. The Communion Assistants will wait for you.

Finish with communion. Carry the chalice and cloth into the back room adjacent to the sanctuary (the “Sacristy”) and set them on the counter next to the sink.

Recessional: as with the Processional, this differs by liturgy:

- 8:00 and 11:00:** when the acolyte and crucifer process out, follow them around the altar and down the aisle, side-by-side with the Assistant Minister. When you reach the back of the sanctuary, you can remain inside it, singing the recessional hymn.
- 9:30:** you will wait for a cue from the presiding minister as to when to begin. If it's a short hymn, you may need to step off immediately. If it's a long one, the presiding minister may hold you for a few verses. When you go, pick up the candle-lighter and extinguish the candles in the reverse order you lit them (left out first, then right) with bows in between. The Assistant Minister / Crucifer will wait for you before or behind the baptismal font, then begin moving again when you're ready to go. Some people prefer to light the candle-lighter and recess out with it lit, but there's no requirement that you do so. When you reach the back of the sanctuary, slide around the Assistant Minister who will be stopped with the cross in the middle of the aisle, then either exit or wrap along the back of the sanctuary and sing with the congregation.

Exit Greeting: take a quick look around and see who is covering which sanctuary exits. In most cases, the presiding minister will greet people at the main exit and the Assistant Minister will cover the east door. That leaves you with the west door, the one furthest from the parking lot. Prop the cross against the wall next to the door and greet everyone who comes through, wishing them a happy week. If you notice someone you haven't met before, take the time to introduce yourself. This is one of the easiest and best evangelism opportunities available.

That's all there is to it.

Though it sounds like a lot, once you walk through it, you'll see that there's not much to it.

Realize you're making a valuable contribution to Calvary's worship experience!