

*In the beginning was the Word,
and the Word was with God,
and the Word was God.
-John 1:1*

The Liturgy of the Word

Training Documents

The Liturgy of the Word celebrates God speaking directly to our hearts and to our souls. The proclamation of the Word is meant to be an event of great power and effectiveness.

The Liturgy of the Word is not Bible study or adult education. *It is Christ himself embodied in the Word and planted in the hearts of all who hear it.* The Liturgy of the Word celebrates God speaking directly to our hearts and to our souls.

“The main part of the Liturgy of the Word is made up of the readings from Sacred Scripture together with the chants occurring between them. As for the Homily, the Profession of Faith, and the Universal Prayer, they develop and conclude it.” *The General Instruction of the Roman Missal (GIRM) 2010 #55*

Thank you for participating in this ministry. We, the Body of Christ, are greater because of your commitment and dedication to serve in our ministry here at St. Alphonsus Liguori parish.

General Instructions

- Arrive 20 minutes prior to the beginning of Mass.
- Sign in on the sheet in the Reception Room. Check for any special instructions.
- Dress appropriately for Mass.
 - no tank tops, or t-shirts with writing on them
 - no ripped or torn clothing
 - no shorts; preferably no jeans (dark wash only if you do)
 - no flip flops
 - Women:
 - your shoulders need to be covered
 - dress slacks, skirt or dress
 - Men:
 - dress trousers
 - jacket and tie are optional
 - *If you are not dressed appropriately to participate in a ministry, do not offer to serve.*

Preparation:

- Prepare: Read your assigned reading at home – out loud.
- Pray the Scriptures
 - Read as though God is speaking directly to you and through you.
 - Read the explanations in the Workbook for Lectors
 - Read the entire chapter(s) in your Bible to get a greater sense of the text.
- For Clarity & Correct Pronunciation
 - ADJUST THE MICROPHONE so that it is level with your mouth, approximately 6” away
 - Speak up! Don’t mumble!
 - Read at a comfortable pace.
 - ENUNCIATE, especially the word endings and consonants such as –ing, d, t, m & n
 - Check the pronunciation of any unfamiliar words or names.

Attitude

- *Breathe:* Take a few slow, deep breaths before you begin.
- *Pray:* Ask God for a little extra help. This is the time and place to do that.
- *Trust:* Trust in the Word that you are proclaiming. Your delivery will appear much more confident than it feels.
- Do not merely read, but instead *proclaim*.
- If you make a mistake, keep going! You’re doing fine.

Detailed Instructions for Prayer Announcers

In the...Prayer of the Faithful, the people respond in some sense to the Word of God which they have received in faith and, exercising the office of their baptismal Priesthood, offer prayers to God for the salvation of all. GIRM 2010 #69.

The greeting and the Prayers will be done from the cantor stand in front of the organ. Please sit in that general area.

Greeting the Assembly:

- The appropriate music leader (generally seated at the organ or piano) will cue you when to begin the greeting and announcements. If this does not happen you will begin when the Crucifer steps through the double doors in to the nave.
- **Adjust the microphone.** It should be at mouth level, approximately 6” away from your face.
- Greet the assembly with *Good Morning/Good Evening. Welcome to St. Alphonsus Liguori. Mass today is for...* (this will be listed on the greeting/announcement page) *and our presider is ...* (celebrant’s name). For special feast days, announce “Today is the Feast of ...” as is appropriate. That information will be in your binder. Continue with any announcements that may be printed on the sheet.
- Return to your seat following the greeting and announcements.

Prayers of the Faithful:

- As the assembly prays the last few lines of the Creed/Profession of Faith please proceed to the base of the lectern so you are ready to go. After the assembly prays “*Amen*”, ascend the steps and take your place.
- **Adjust the microphone** if necessary.
- Father will give a brief oration, after which you will begin.
- After each Prayer, pause very briefly before saying “*We pray to the Lord*”.
- When you are finished turn toward Father as a signal for him to proceed; he will then conclude the prayers. When he is finished, return to your seat.

After Mass, please return the binder to the counter in the Reception Room.

You may, on occasion, be asked to perform additional duties (i.e. Christmas and Epiphany Proclamations). Any additional instructions will be in or near the binder. If you are unsure of what is to be done, ask the sacristan for details.

Detailed Instructions for Readers

For in the readings... God speaks to his people, opening up to them the mystery of redemption and salvation, and offering spiritual nourishment; and Christ himself is present through his word in the midst of the faithful. GIRM 2010 #55

Before Mass:

- There are two readers scheduled for each Mass. Come prepared to Mass to do both readings in the event one reader is unable to attend Mass. The sacristan will alert you if you will be needed to proclaim Readings 1 & 2.
- **Ensure the Lectionary is placed on the ambo and opened to the correct readings. *This is solely the responsibility of the reader.*** The Lectionary can be found in the credence table, in the niche to the left of the altar servers' seats.
- The readings are proclaimed from the ambo. Please sit on that side of the sanctuary.
- The ambo itself is adjustable. On the base of the wooden column is a small rocker switch that allows one to raise and lower the ambo by pressing the switch up or down. There is also a small footstool under the ambo should you choose to use that instead of adjusting the ambo itself. Either is acceptable.
- Reader 1 will need to collect the Book of the Gospels from the sacristy and take his/her place with those who will participate in the Opening Procession.
- Reader 2 will take his/her seat.

Opening Procession:

- Reader 1 enters the nave behind the servers, directly in front of the priest and deacon (if present).
- When the servers have processed as far as the back pews, begin your procession toward the altar, holding the *Book of the Gospels* slightly elevated and maintaining a constant pace.
- Do not bow at the steps leading to the altar, but instead make a brief and reverent pause. Place the *Book of the Gospels* in the stand in the center of the altar, facing forward. Return to your seat, remembering to bow toward the altar at the base of the steps.

During Mass:

- Following the Opening Prayer, as the assembly is being seated, Reader 1 will proceed to the ambo, remembering to bow toward the altar before ascending the steps.*
- Adjust the microphone, taking care to place it directly at mouth level approximately 6” from your face.
- Establish eye contact with the assembly as you begin speaking “A Reading from ...”
- Read at a relaxed pace, in a voice slightly louder than your normal speaking voice, free of dramatic inflection or gesture and full of reverence, allowing the Word of God to penetrate.
- As you conclude your reading, pause briefly and establish eye contact with the assembly as you say “The Word of the Lord”.
- Descend the steps** and bow toward the altar in unison with the cantor. Return to your seat.
- Upon the conclusion of the psalm, Reader 2 should join the cantor at the base of the steps and bow in unison toward the altar.
- After adjusting the microphone, Reader 2 will follow the steps above until the conclusion of the reading, at which point he/she closes the Lectionary and turns and hands it to the altar server who comes forward to collect it.***
- Reader 2 descends the step, offers a reverent bow toward the altar and returns to his/her seat.
- As Mass concludes remain in your seat. You will not process out with the priest, deacon and servers. The sacristan will return the Book of the Gospels to the safe in the sacristy.

*During the 10:30 Mass there is often *Liturgy of the Word with Children*. As the children assemble in the center aisle, it is appropriate for you to approach the ambo, standing just a few steps behind it, as you wait for the children to depart the nave. As soon as the music stops, step forward and begin.

**If you are called upon to proclaim both readings, you may remain standing or be seated next to the altar servers. Step forward to the ambo once the cantor has finished. Return to your seat after the Second Reading.

***Should the altar server be unaware of his/her duty to assist you, please place the book on the shelf in the credence table. Return to your seat, remembering to bow to the altar as you do so.