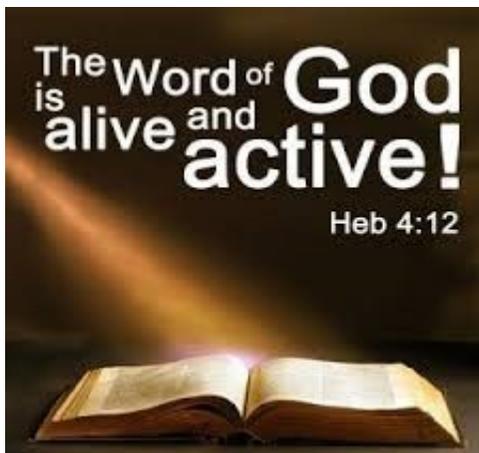


Commentator/Prayers of the Faithful

- Commentator commences with the pre-introduction as indicated by the presider. Approach the sanctuary from the centre aisle. No need to bow.
- Return to an aisle seat close to the sanctuary.
- Prayers of the Faithful are said after the Creed.
- Approach the sanctuary from the centre 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.
- When you have finished the Prayers wait for the presider to say the concluding prayer then return to your seat.
- Return the folder to the vestry after Mass.

If you are concerned about your capabilities or the process, please contact Helen Goldsmith.

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



Surfers Paradise Catholic Parish



Parish Guidelines

Ministers of the Word

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

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 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

Parish Guidelines

Preparation

- Locate the reading in *Break Open the Word* (a great preparation resource and made available for purchase beginning of each year at a nominal cost. Please contact Parish office).
- 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.
- Be aware of inclusive language where possible.

Reading Ministry Ritual

- Arrive at least 15 minutes early at let Co-ordinator know you are there
- Check with musicians regarding psalm
- Check the lectionary for your reading.
- Sit in the first pews, centre aisle, in order to move promptly forward. Fr Tim has requested this.
- After the Collect (opening prayer) the first reader moves reverently to the sanctuary approaching via the front steps. Fr Tim has requested people not reverence the altar as they approach the sanctuary—you have bowed to the altar or tabernacle on arrival at the church.
- Begin with "A reading from..." and conclude, after a pause at the end, with "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.
- The second reader moves to the ambo (same instructions) after the first reader has left the sanctuary, by the front steps. **Do not use the side steps.**
- When the reading is over the second reader leaves the ambo and returns to their place.

