

Lay Reader/ Liturgist Instruction

Thank you for your willingness to serve a liturgist, also known as a lay reader! This is an important role in the life of the church because you will assist our pastor during the worship service by reading from the pulpit. If for some reason you are unable to perform on your assigned Sunday, please know you are responsible to arrange for a substitute. Then contact the office (247-5292 or office@gatespres.org) so they can update the bulletin.

Liturgists are scheduled for a specific date by the Public Worship Team and the schedule is provided to you. You will be reminded by the Office Manager on Tuesday of the week you will be reading, to contact the pastor. The pastor will email you with the specific readings, prayers and scripture passage for Sunday.

Preparation

- As the Sunday liturgist, you may be asked to lead the congregation in the “Call to Worship” or to lead the “Prayer of Confession” and follow with the “Words of Assurance.” These words are written in the Sunday bulletin. The “Call to Worship” is rooted in scripture and a reminder that our worship centers in God and not ourselves. The “Prayer of Confession” is a unified prayer. It is appropriate to offer the words “Let us pray” before the prayer. Leave an appropriate time for an individual silent prayer before leading the “Words of Assurance.”
- Be sure to read over the assigned scripture reading. GPC uses the New Revised Standard Version of the Bible in worship. You can find that translation at www.biblegateway.org. If it is helpful, you may print off a copy of the text in a larger font. Review those hard to pronounce names and places. Consult an online pronunciation guide or ask the pastor for assistance.
- The liturgist is asked to write and lead the “Prayer of Dedication” after the Offering and Doxology/Song of Response. This prayer is designed to give thank to God for all God has done and is doing through creation. You may write your own prayer or “borrow” from online or print resources. Contact the pastor if you would like one to be identified for you.

Sunday Morning Instructions

- Please arrive in the pastors office at least 15 minutes prior to the service. Check with pastor for last- minute instructions and review of the service.
- Make sure the pulpit Bible is marked to the correct scripture passages.
- Sit in the front pew with the pastor during the service.
- When leading the “Call to Worship” remember the choir does an Introit following the Prelude. And invite the congregation to stand before the start of the liturgy, saying “Please stand as you are able.”

- After the confession, allow 15-30 second for silent prayer.
- Introduce the Scripture reading “The First Reading of the Word is...”
- The “Prayer of Dedication” happens at the Communion Table. Please take the microphone closest to you during the Doxology/ Song of Response, so that you are ready to pray and there is not a gap in time. The microphone will be on.
- You will follow the pastor out of the Sanctuary after the Benediction. Go to the opposite door to greet worshippers as they exit.

Remember

- Your purpose as Lay Reader and worship leader is to set a tone and, by your leadership, support the congregation's worship. It is an opportunity to serve the church, connect the worship experience to each other, and experience our own growth. As such, we owe it to God, each other, and ourselves to take the responsibility seriously, prepare well, and boldly minister!
- If the height or location of the pulpit was not made for your abilities (whether you are child, shorter in stature or have a disability) our sanctuary allows for accommodations. Please let the pastor know and we will make sure the microphone and other equipment is positioned accordingly.
- Adjust the microphone appropriately for your height. It is important that it be in front of your mouth, but not so close that the words “pop.”
- Speak slowly and clearly. Remember that there are many in the congregation who do not hear well. If reading a unison passage along with congregation, slow your pace to match them.
- Rehearse your parts so that you are speaking to the congregation rather than reading. It is more important for you to speak to the people rather than get all the words “right.” If you give the sense of the words, you have done the job
- Be filled with love and joy because you are always accepted in God’s house!!

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