

Instructions for St Mary's Lesson Readers

1. If you are not available to read a lesson when listed on the rota, please avoid asking the other reader to read both lessons. Please try and get a substitute, thus ensuring that there will be two readers for each Sunday.
2. Will the first Lesson Reader please arrive early i.e. no later than 11 am.
3. Please hand out Hymn Books, the Blue Book, Weekly Bulletin leaflet and the White Book (when necessary). The White Book entitled 'Scottish Liturgy 1982 with Alternative Eucharistic Prayers' is on the table beside Hymn Books and is intended for Visitors who may be unfamiliar with the Blue Book. There are notes given for guidance in the White Book.
4. Both readers are asked to welcome worshippers and to tell visitors about the Service (see White Book). Visitors should be informed that refreshments are available in the Church Room after the Service.
5. Please switch on the microphone. The switch for this is located in the Vestry. At the end of the service please switch off the microphone.
6. The first reader is to ask two people to take up the Elements.
7. There are toys at the back of the Church. These should be offered to visiting children.
8. Either one or both readers (dependant on the size of the congregation) should collect offerings and after the service, count money, enter amount in register and lodge money in safe. Collect Hymn books from the congregation and tidy up the table and book shelf at the back of the Church.
9. The preferred version of the Bible to read from is the New International Version, which is the Bible in the pew. Readers are, however, free to choose whichever version they prefer. In any case please give out the page number where the lesson can be found in the New International Version (the Bible in the Pew).