



ROLE AND RESPONSIBILITY OF THE COMMENTATOR

1. Arrive **at least 10 minutes before Mass** to sign in on the Lector/Commentator sign-in sheet in the Sacristy.
 - a. Check for **special notes** on the sign-in sheet.
 - b. Check the Commentator's folder--**READ ALL MATERIAL PERTINENT TO YOUR MASS BEFORE MASS BEGINS.** Note the announcements, the opening greeting and the petitions. Read them to yourself to be familiar with the flow of the sentences.
 - c. Be sure of the pronunciation of all names--check with the Presider if you are unsure. If it is a Baptism or First Communion name, the family will probably be in the back of the church before Mass, you may ask them directly about the pronunciation.
 - d. Check with the Presider to note any changes in the regular procedure, such as Baptisms, RCIA rites, etc.
 - e. Note whether the Deacon is present, for he will read the General Intercessions and will carry the Gospel Book in the Opening Procession.

2. Process up the center aisle with the Cantor, after the Presider prays with the ministers, bow to the altar with the Cantor, then proceed to the Cantor/Commentator Stand. **PLEASE DO NOT ELEVATE THE COMMENTATOR BOOK AS YOU PROCESS! IT IS NOT A SACRED BOOK, AS THE LECTIONARY IS.**

3. Extend a warm welcome. Please use eye-contact when you say the words "Good morning" or "Good evening." Read the announcements first. Then proceed to the introduction to the liturgy, reading only what is written on the sheet, noting carefully the which hymnal, the hymn number, title, and verses of the Opening Song.

4. Come forward **DURING THE LAST PART OF THE CREED** to read the General Intercessions. Face the Presider as he recites the Opening Prayer of the petitions. Read each petition slowly, with expression. After reading the last petition, turn and face the Presider for the Closing prayer of the General Intercessions. Then return to your seat. **REMEMBER TO PROJECT YOUR VOICE AND SPEAK DIRECTLY INTO THE MICROPHONE AT ALL TIMES.**

5. Be sure of all pronunciations of the deceased, Baptism names, and First Communion names. Remember that the First Communion names are announced at the beginning of Mass in the Opening Greeting.

6. Following the Liturgy, please return the Commentator book to the Sacristy.
7. Remember, you will hold the Assembly's attention much better with eye-contact. This is why it is very important that you familiarize yourself with all of the material **BEFORE** Mass begins. This can only be done if you arrive early enough to do so.
8. Your proper dress is requested and appreciated. For men: a suit or sportcoat and tie. For women: a suit, dress, a skirt and blouse, or pantsuit. For all: please, no tennis shoes or jeans. Your attire is a symbol of the importance you place upon your ministry. It would be wise to come to church dressed ready to minister if needed.
9. If you are unable to be present at Mass for your ministry, please obtain a sub from the roster sheet, and notify Judy Biros of the substitution. (330-688-6412 ext. 250)

SCHEDULES, PHONE LISTS, AND ROLE AND RESPONSIBILITY SHEETS:

Schedules, phone numbers, and Role and Responsibility sheets are available on the church website: www.holyfamilystow.org Click on "Ministries" at the top of the page, then click "Liturgical Ministries," after that, click "Lectors and Commentators." You may then click on the monthly schedule you wish to view or the Role and Responsibility sheet. For the phone list, the user name is "liturgy" and the password is "holycall" both are in lower case.

**THANK YOU FOR YOUR DEDICATION AND FAITHFULNESS IN SERVING
THE LORD THROUGH THIS VERY SIGNIFICANT MINISTRY!**

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