The Parish of Horndon, Orsett and Bulphan

Role Description – Reader

Role description reviewed and ratified at a PCC meeting on 22nd July 2025

This Role description must be given out during the induction process and signed for before commencing the role.
A copy of the signed Role description to be retained centrally by the Parish and a copy given to the individual.

Signed …….. ……
Rector or Churchwarden Individual

Responsible to:
To Reader rota organiser and through them to the Rector/churchwarden

Person specification:

- To reflect the love of God
- To support the Ministry and Mission of the Church
- To uphold the Vision and Values of the Church and support the Rector.
- To maintain confidentiality and share any concerns with the Rector.

Safeguarding:

- To read and adhere to all aspects of the Parish Safeguarding Policy
- To complete a Parish Form, providing 2 references, and a Confidential Declaration Form before commencing the role.
- To undertake an enhanced DBS check if required.
- To complete on-line Basic and Foundation safeguarding training, must be retaken every three years.

Key roles and responsibilities:

- To check the service schedule (which is displayed in church) and familiarise themselves with the relevant bible passage in advance of the service
- To read the reading from the bible (large print copies are available)
- To read slowly and clearly
- To use the microphone for those people who rely on the hearing loop
- To finish the reading by saying 'This is the word of the Lord' and leading people in the response 'Thanks be to God'
- For a Gospel reading at a Holy Communion service before the reading say ' Hear the Gospel of our Lord Jesus Christ according to (Matthew, Mark, Luke or John) and lead the congregation in the response ' Glory to you, O Lord' and after the reading say 'This is the Gospel of the Lord' and lead the congregation in the response 'Praise to you O Christ'