

USHER

The usher will regularly participate in worship services and will assist with literature distribution; welcoming, directing and seating guests and others as needed; and collecting offerings. **Note:** The goal is to have enough people participate in this ministry so that each one only has to participate once a month.

Ministry Area/Department	Hospitality
Position	Usher
Accountable To	Hospitality coordinator
Ministry Target	Congregation and guests
Position Is	Volunteer
Position May Be Filled By	Church member
Minimum Maturity Level	New, growing Christian
Spiritual Gifts	Serving
Talents or Abilities Desired	Able to stand for periods of time • Enjoy greeting and seating people
Best Personality Traits	Dependable-leader or dependable-expresser • Hospitable • Gracious
Passion For	Serving and welcoming others
Length of Service Commitment	One year minimum

ANTICIPATED TIME COMMITMENTS

1. **Doing ministry/preparing for ministry:** half hour a week/month—dependent on roster rotation schedule
2. **Participating in meetings/training:** minimal, as needed

RESPONSIBILITIES/DUTIES

1. Attend worship services.
2. Watch for and welcome guests.
3. Assist guests and members and latecomers with seating as needed.
4. Distribute literature as called upon, such as visitor packets, bulletins, sermon outlines, tracts, etc.
5. Receive tithes and offerings and leave them with the appropriate person.
6. Offer directions when needed.
7. Open doors and assist elderly and disabled individuals as needed.