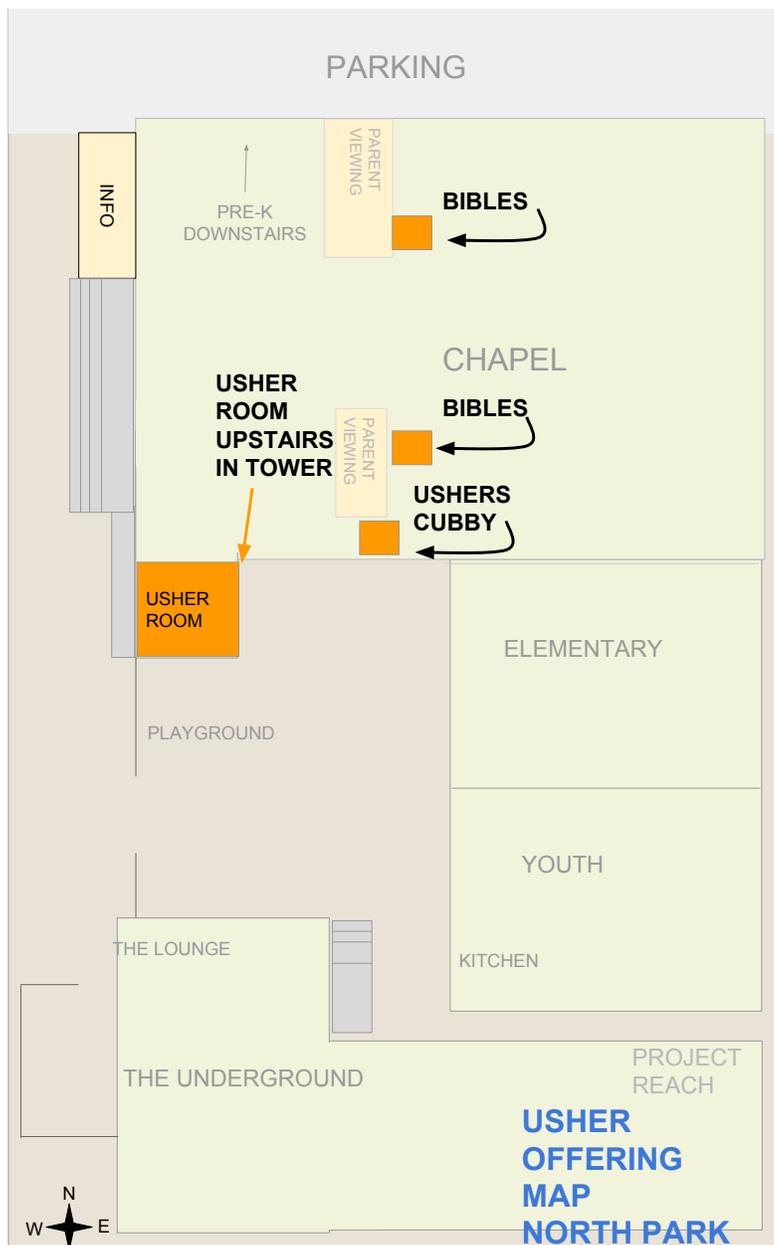


USHERS

WHY USHERING MATTERS

As Ushers we set the tone of the worship service. We ensure that people can encounter God, that first time guests feel safe and that the service is a welcoming environment to all. We do this through the way we direct people to seats, addressing crying babies, talking to people who are being disruptive, and by passing out bibles with a smile on our face. This position requires more during service so make sure to check in with your first impressions director to get campus specific details.

USHER MAP NORTH PARK



USHER SNAPSHOT

- ✓ Please arrive 15 minutes early.
- ✓ The team leader will pray for the team and go over last minute details. Lastly they will assign the following positions: attendance, passing out bibles, attending viewing rooms/balcony, and offering
- ✓ Welcome people as they enter and direct them to seats
- ✓ When seating is 80% full take the ropes down to allow people to sit there
- ✓ As Pastor starts preaching have two ushers ready to walk forward and pass out bibles once he says "Does anyone need a bible"
- ✓ Be aware of any crying children and usher them nicely to parent viewing room or Kids program
- ✓ When MC says 'ushers please come forward' pass out offering buckets.
- ✓ When service is over two ushers go upstairs to organize and separate the offering and connection cards. Clip the connection cards with the appropriate service time and place them in the connection card bin down stairs.
- ✓ Two ushers will take the offering to the safe.
- ✓ The rest of ushers set up chairs for following service.
- ✓ Put ropes up for next service, and clean up the auditorium

CRITICAL MASS & SERVICE SPECIFIC DETAILS

- ✓ After 8:00 service- add one row of chairs to the outside rows and two rows to the back.
- ✓ After 9:30 empty the trash cans in the lobby
- ✓ After 11:00 take down the last two rows and the outside row of both sides
- ✓ Help tear down the coffee area, boards and tables out front and
- ✓ Turn off the candles.
- ✓ Leave 15mins after service
- ✓ Finished