



New Apostolic Church Usher Team

Our Vision Statement is to create a church in which people feel at home, and inspired by the Holy Spirit and their love for God, align their lives to the Gospel of Jesus Christ and thus prepare themselves for His return and eternal life.

Goal:

We want to do our best to make every guest and member feel like they are welcome and at home by greeting and assisting them in a way that radiates Christ's passion and love for them. **Every Sunday is someone's first Sunday!**

Prepare:

Pray for God's guidance in your interactions with people that day. Remember 1 Corinthians 12:27 *"Now you are the body of Christ, and each one of you is a part of it."* (NIV) You are a member of the Body of Christ, the church, and as part of this body you have a key role in expressing the love of Christ through your serving.

The Basics:

1. Arrive early to church.
2. Greet guests and members as they enter the sanctuary.
3. Provide personal direction and resources as necessary.
4. Help people feel welcomed through warm smiles.

Serving Specifics:

- Arrive early (before most people arrive) and stay available until after the divine service begins.
- When serving as an usher, keep your attention on every person as they come in the door rather than engaging in lengthy conversations or using your cell phone.
- Always be the first to say "hello". Make eye contact and smile. Be genuine and welcoming with your actions.
- Your body language says a lot, so please always be ready to act and help when necessary. Please do not lean on the wall, cross your arms, etc.
- Open doors for every person, introduce yourself to guests and ask if they have any questions.
- If you are asked where anything is, like the restroom, walk them there. Don't just point them.
- Assist members and guests in finding seats. Feel free to accompany guests to a seat, so they feel more comfortable.
- As you guide people to a seat, try to send each person as far to the front of the auditorium as possible unless they prefer differently. Also, ask if they wouldn't mind moving to the center of each row to keep from sending people over them to be seated.
- Some guests/members have to sit near the back for various reasons (they're on call, worried about their child, they have to leave early, volunteering, etc.). In any of these cases, accommodate these individuals as requested.
- Remember as you are serving not to be a distraction to those who are worshiping. During the divine service, and specifically during sacramental acts such as the absolution and consecration, your role is to make sure there is a peaceful atmosphere with no distractions (be especially aware of your own movements during this time – walking around should be VERY limited).
- Have hymnals and Bibles ready to distribute as necessary. If bulletins or song sheets are available, be sure everyone receives one.
- Return to your position after the service to say good-bye for 10 minutes. We ask that you not leave the service early, to help keep it as distraction free as possible.
- You are not "just an usher" – You are the hands and feet of Jesus to our guests. That may mean picking up trash, walking a guest to their seat, carrying in a diaper bag for a mom, praying with a guest, or any other opportunity the Lord brings your way. If you see a need, please meet it! Be sure that your attitude towards members and guests reflects that of a servant.
- Be intentional about learning guest's names each week.
- Don't forget that the main reason you are in church is for your own spiritual growth. Even though you are fulfilling your role as an usher, you should still actively participate in worship, the divine service experience, and the sacraments.
- Be alert to emergency situations. Refer to the "Emergency Strategy" document for more information.
- We value your commitment to your ushering position. Please let your rector or team leader know if you will be absent.

*1 Corinthians 12:27 "Now you are the body of Christ, and each one of you is a part of it."
Thank you for being an active part of the body at our church.*