

## Hospitality/Usher Ministry

Ushers are of vital importance to the organizational flow of our services. You are the hosts making sure everything runs as it should and that everyone feels welcome. You are the eyes, ears, and hands of the Church, helping with any need that may arise. The ministry of hospitality is a great way to get to know your fellow parishioners and to take an active part in the ministry of CHRIST who welcomed sinners, outcasts, and hurting people to himself.

1. Arrive at least 20 minutes early and put on name tags.
2. Make sure all doors are unlocked and lights are on in Church and AC.
3. Make sure the missals carts are set out.
4. Close glass doors to facilitate an atmosphere of prayer.
5. Greet people warmly as they arrive. Answer any questions.
6. Help people find seats as the Church fills.
7. Distribute collection baskets before mass and gather the baskets at offertory placing the offerings in the large gift basket.
8. Ask a family to bring up the gifts and give instructions on how to do so.
9. Open glass doors at the beginning of the recessional hymn.
10. Distribute weekly bulletins.

\*Be on call for any emergencies. Know the location of the first aid kit and AED.