

Hospitality Team: Usher

Create an environment that gives people the best opportunity to grow in their relationship with Jesus Christ.



Why join our team?

First time guests often decide whether they'll attend a second time within the first seven minutes of arriving. Long before a word is preached or a song is sung, guests have formed an opinion of our church. Hospitality team members help shape that first impression from the street to their seat, by offering guests a giant welcome, helpful information, and a fond farewell. Remember you re"present" God when you offer hospitality to our friends and guests.

Expectations

- Serve, at minimum, once a month for 6 months
- Find your own replacement when needed, via approved contact list.
- Planning Center Services is our online scheduling and worship planning application. You will be responsible for responding to requests with a simple accept or decline.
- Be a member of Trietsch Memorial United Methodist Church

Your role as an usher

- Arrive 30 minutes prior to service start time for the hospitality prayer huddle
- Check in at volunteer desk by initialing next to your name and get your nametag.
- Receive your assignment and timeline from the Head Usher.
- Be in position to serve 20 minutes prior to service
- Make eye contact and smile while handing out a bulletin.
- Offer a genuine greeting "Good morning! Welcome to Trietsch!" etc.
- Watch for people who seem unclear, have special needs or children and offer assistance.
- As the sanctuary fills assist guests in finding a seat.
- Close the main door and back two doors at the start time of the service. Close the side doors 5 minutes later.
- Open the doors for latecomers at appropriate times. Not during prayer.
- Count your section during the sermon and report them to the head usher.
- At the appropriate time get the offering plates and come forward as the pastor calls you.
- Deliver the plate to the Head usher and hospitality coordinator at the information desk.
- After the service, thank people for coming and hand out materials to those exiting as needed.
- Walk through the sanctuary and clean up as needed

Final Notes

- Please be cautious to not get caught up in conversation with friends or other greeters. We need you to be alert and watching for people who are new.
- Go the extra mile. Be willing to leave your post to help a guest
- Do not estimate in your counting. Do your very best to get an accurate number in your section.

When God's people
are in need, be
ready to help them.
Always be eager to
PRACTICE HOSPITALITY.
ROMANS 12:13 NLT