

## **USHER/GREETER COMMITTEE**

Functions as a part of the *Christian Ministry* task group.

Purpose: To create a friendly atmosphere in greetings, seating assistance, and offering collections for worship services and special church programs.

### Responsibilities:

- Chair or co-chairs to be responsible for scheduling ushers and greeters and offering attendants.
- Be available to provide a gracious greeting to all persons in attendance for the worship service.
- Distribute bulletins and assist attendees with seating as need demands.
- Collect the offering at the proper time in the order of worship.
- Provide the Pastor with completed visitor cards.
- Check supply of pens and visitor cards in pews and replenish as necessary.
- Recommend changes in regard to duties of this committee to Nominations Committee.
- Chair or designated representative shall attend church council meetings and church conference.

Approved in church conference 4-24-02