



Liturgical Commission

Usher Member Position Description

Reports To:

Usher Coordinator

Ministry Purpose / Objective:

To serve the parish by offering hospitality to all those attending liturgies and special events, provides assistance in seating and facilitates the first and/or second collections during all liturgies.

General Responsibilities of All Ministry Members:

- Discerns God's message in one's own life regarding stewardship of Time, Talent and Treasure.
- Is familiar with any Ministry and Diocesan guidelines as well as General Parish Procedures.
- Presents ministry in a positive light at all times.

Responsibilities of Usher Members:

- Review and understand responsibilities outlined in the Parish Guideline for Ushers received at initial training.
- Implement guidelines:
 - Seat parishioners, especially late comers.
 - Assist with collections.
 - Be aware of disabled parishioners needs.
 - Straighten and prepare church after each liturgy.
- Expected to serve at special Easter and Christmas Liturgies when available.

Special Activities:

- Attends an initial orientation/training session.
- Any meetings at discretion of coordinator.
- Rehearsals for special liturgies.

Meetings:

- Attend annual ministry meeting.
- Attends additional meetings as necessary according to coordinator.

Time Commitment and Frequency:

Time to be allotted to the Following Tasks:

- Liturgy Service

Average Time (may vary):
2 hour/liturgy

Expected Length of Commitment:

At least one year.

Qualifications Required:

- Practices the Catholic faith through regular attendance at liturgy and reception of the Sacraments.
- Registered Parishioner.
- Friendly and outgoing.
- Reliable and prompt.
- Knowledgeable about parish offerings and activities in order to inform potential new parish members.