

## ALBANY UU SERVICE OPPORTUNITY DESCRIPTION

**Service Opportunity Name/Title:** Sunday Service Usher

**Service Opportunity Brief Description:**

An Usher welcomes people to the Sunday service, provides necessary resources, and assists in service rituals.

**Service Opportunity Detailed Description:**

There are typically four ushers for a “regular year” Sunday service: 3 on the main level of Emerson and 1 in the balcony. A Lead Usher gives usher assignments and directs and oversees performance of usher duties. These duties include several set-up tasks enumerated in usher instruction sheets, and then welcoming people entering Community Hall and providing Orders of Service and hymnals. Ushers assist in finding seats as needed and manage the microphone for welcoming guests/visitors and for verbal Joys & Sorrows. Ushers pass the plates for the offering and take the count of attendees. After the service, ushers count the offering and complete the service data sheet, and also tidy Community Hall by shelving hymnals and picking up any litter.

**Length of Service Commitment:** one Sunday service

Ushers can serve as frequently or rarely as their interest and availability allow. A commitment is made for a particular Sunday, and can be registered in advance, through VolunteerSpot or by contacting the church office. However, solicitations are made by the office as needed on a weekly basis, so sign-ups a few days in advance may also be made.

**This opportunity will enable you to** experience the satisfaction of supporting the smooth functioning of our Sunday services, which are at the core of our religious community. It gives the opportunity to be the friendly face that welcomes congregants to the service and provides them with the resources they need to participate in the service. Serving in this role makes one visible to the congregation and helps one to be known by others, enhancing one’s connections to the community.

**Skills Needed:**

Ushers should be reliable, prompt, friendly, tactful and skilled at problem-solving.

**Training, assistance, and safety:**

Learning to become an usher can be accomplished on the job, since there is always the opportunity to work with those who are more experienced. Ushers also receive direction from a trained Lead Usher, who is responsible for knowing about all of the procedures and tasks. There is also a thorough and up to date usher instruction sheet, which is provided ahead of time for review.

**Number of positions available:** \_unlimited\_

Key words: