

## USHER MINISTRY SERVICE

- Greet each worshipper with a friendly smile and a greeting to make sure all feel welcome (“Good morning, it is great to see you today.”)
- At the appropriate times, seat worshippers during worship services. Lead the worshipper, do not follow, when directing them to a seat in the sanctuary. Once at the row containing the available seat, wait until the worshipper is seated before returning to your seat or assigned station. Whenever possible, attempt to fill the seats in the front of the sanctuary first. It is easier and less disruptive to seat latecomers in the rear of the sanctuary. When seating, “suggest” a direction to the worshipper and never argue with a worshipper.
- When assigned to one of the aisles, as worshippers are entering the sanctuary, indicate to the Captain the number of available seats in your sections. If you are assigned to the middle seating area, attempt to fill your sections before the minister begins the sermon. Continually assess space availability in the surrounding seating areas.

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- Once the minister begins the Preached Word, do not direct persons to use Aisle 3 to enter a seat. If possible, use Aisles 2 and 4 to seat persons in the middle sections in the sanctuary.
- After the minister announces text and subject of the Preached Word, the usher in Aisle 3 should exit the floor.
- Except for Communion Sundays, assigned ushers serve during offering time by leading worshippers out of their seats as directed in our training. Assigned offering ushers should wait at the front of the sanctuary for all ushers to complete their assignments and watch for the signal from the “Key Usher” before going to the back of the sanctuary.
- Greet the worshippers as they leave the sanctuary after the benediction (“Have a blessed day” or “Have a blessed week”).

## SERVICE - PAGE 3

- Clean up the sanctuary in between services and restock the tithing/offering envelopes behind each chair.
- Distribute any assigned handouts for that Sunday to the worshippers at the appropriate time.
- **On Communion Sundays:** Remove your white gloves once the Pastor and Servants put on their gloves, assist seniors who may be having trouble opening the plastic sealing of the cup containing the sacraments, and grab a basket to collect the used cups.
- **Usher Service Positions:** When **assigned to Aisles 1-5**, your hands should be clasped together, resting in front of your body, below the waist; when **seating incoming persons**, hold open hand with palm-side up to “invite” incoming persons to vacant seats near you; **during prayer** stand, fold your arms, and keep your eyes open.
- **Young children** are not to go to the bathroom or to roam around unescorted. Calmly and quietly inform parents of this church policy to keep our children safe.

## USHERS MUST:

- ✓ Be friendly to worshippers and reverent to God.
- ✓ Dress in uniform on assigned Sundays.
- ✓ Pay attention to the needs of worshippers.
- ✓ Watch to see if anyone is in distress and needs medical attention.
- ✓ Follow the lead of the assigned captain on duty.
- ✓ Be willing to be trained in proper protocol and technique.
- ✓ Be humble.
- ✓ Be on time when it is your time to usher.
- ✓ Escort people to their seats.
- ✓ Be respectful.
- ✓ Be helpful.

*“Let all things be done decently and in order.”* 1 Corinthians 14:40 (NKJV).

## U-S-H-E-R-S

- U** – Use tact when interacting with worshippers.
- S** – Serve worshippers and God.
- H** – Humbly assist others.
- E** – Ensure the atmosphere of reverence and order before, during, and after service.
- R** – Represent Metropolitan to the people who come to worship here.
- S** – Spot a gap and fill it; have a heart ready to serve with willing hands and ready feet.

Remember, the first impression of the church from the ushers may be the deciding factor in making a visitor a regular worshipper at Metropolitan. We only have one opportunity to make a first impression.

## YOUTH USHERS

Youth ages 11 to 18 who are interested in serving as ushers may contact:

- Sis. Lynn Bremby, Coordinator (703) 403-8498
- Sis. Janet Vernon (301) 452-4778
- Bro. Joshua Wright (202) 213-8532

Email: [mbcyouthushers@yahoo.com](mailto:mbcyouthushers@yahoo.com)

## MBC ADULT USHER MINISTRY

*“Better is one day in your courts than a thousand elsewhere; I would rather be a doorkeeper in the house of my God than dwell in the tents of the wicked.”* Psalm 84:10 (NIV)

## WELCOME



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Dr. Maurice Watson, Senior Servant

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- Charlotte Brookins-Hudson, President (202) 577-9000
- Reginald Nash, Vice-President
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[www.metropolitanbaptist.org/ministries/adult-usher-ministry/](http://www.metropolitanbaptist.org/ministries/adult-usher-ministry/)