



Guidelines for Ministry of Ushers

Queen of the Most Holy Rosary



Introduction

The ushers help all who come to worship feel joy, sincerity, importance, peace and comfort when they enter the doors of Queen of the Most Holy Rosary Church. It is the responsibility of the ushers to let visitors and members know that we humbly appreciate them worshipping with us. We are committed to meeting their needs and concerns and that they feel the joy of the Lord upon entering.

Before Mass

- * Dress Reverently - Please no jeans or shorts.
Men - dress neatly.
Women - Please dress in a modest attire.
- * Arrive 10-15 minutes before Mass.
- * Take your place right inside the doors of the church.
- * Make **friendly eye contact** as you greet with a smile.
- * Assist parishioners in finding a place to be seated.
- * Be attentive to those with particular needs.



During Mass

- * Please be seated in the back pew. Be attentive to any needs.
- * If special needs arise, it will be your duty to care for the need.
-Care for someone becoming sick, _____, etc.
- * Take up the collection.
- * Help with the offertory procession as gift bearers if needed.



After Mass

- * Open the back doors of the church.
- * Greet parishioners as you hand them a bulletin.
- * Gather collection baskets and place money in money bag.
- * Place money bag in the church office.
- * Straighten up books in pews and pick up any items left in the pews.
- * Put up kneelers.
- * Turn off lights and all fans. Keep one front light on.

