



MINISTRY COVENANT

Mission: **ALL** Making Disciples of **ALL**

Strategy: Worship, Learn, **Serve**, Play

Core Values: Word, Discipleship, Honesty, Kindness, **Service**, Community

Our mission of **ALL making disciples of ALL** is accomplished as we worship, learn, serve, and play together. Your contribution of service on the Guest Experience Team is vital to the fulfillment of the mission of the church. As an **Usher** you assist guests in navigating the sanctuary building and receive the offering.

MINISTRY TEAM: Guest Experience Team

ROLE: Usher

GOAL: To provide an amazing guest experience that meets or exceeds expectations

DIRECT REPORT: Guest Experience Coordinator

PASTORAL TEAM LEADER: Lela Cooper

POSITION REQUIREMENTS:

- Must have completed new members classes
- Must have completed level 3 discipleship classes (A Maturing Life)
- Must be an example of mature Christianity as outlined in Discipleship lessons (Levels 1-3)
- Must be faithful in attendance to church services and a small group
- Must be dependable
- Must be friendly, attentive, and able to anticipate the needs of guests and members
- Must dress modestly and in a manner appropriate to your gender. Specifically,
 - Ladies should wear dresses or skirts that cover the knee
 - Men should wear long pants
 - Sleeves should cover the upper arm
 - Avoid low necklines; tight, extremely thin, or sheer clothing
 - Avoid extravagant, showy, or extremely costly clothing
 - Do not wear ornamental jewelry, makeup, hair dye, or colored nail polish

JOB DESCRIPTIONS & RESPONSIBILITIES

- Give full attention to guests while on duty
- Smile and greet congregants upon entry to the main sanctuary
- Orient guests to bathrooms, reception room, and classrooms

- Assist guests with seating
- Connect guests with friends or family when appropriate
- Direct guests to resources and materials (i.e., giving envelopes, iPad kiosk, newarkupc.info, staff)
- Receive offering and escort Steward of Finances to the secure closet for accountability
- Serve communion and dispose of communion items afterwards
- Work in coordination and unity with team members and other teams as appropriate
- Answer questions and provide direction when asked

TIME REQUIREMENT:

- One hour each service
- Special services: As required

In the spirit of our core values, I understand my role of responsibility and commit to fulfill this ministry covenant in service to God and to the body of Christ.

Covenant Member Signature	Print Name	Date
---------------------------	------------	------

Pastoral Team Member Signature	Print Name	Date
--------------------------------	------------	------