

Zion Worship Ministries Booklet

Greeter

-Any Persons May Serve-

Welcomes arriving worshipping members and visitors

- Arrive at church at least 15 minutes before the service starts.
- Prop open back portico doors
- Welcome each arriving person saying 'Good morning, welcome to Zion' or 'Good Morning' (use their name if you know it) or whatever greeting seems appropriate and comfortable for you.
- Welcome Visitors: invite them to fill out visitor attendance book; direct to restrooms, introduce to others
- Stand by open propped doors in portico. Joyfully greet with voice and non-verbal communication. No shaking of hands at this time.

Acolyte

-Any Persons May Serve-

Lights candles before and extinguishes them at the end of worship

- Check with Pastor, deacon or usher for any special instructions
- See Liturgical Calendar (inside Ushers closet door) to see which candles to be lighted.
- 15 minutes before service starts, walk forward and light candles and then return to your seat.
- After the service and ending Facebook Live feed, extinguish the candles.
- One candle lighter and an igniter are kept in the chancel area.

Ushers

-Any Persons May Serve-

Makes worshippers comfortable during worship services.

- Arrive 15 minutes before the service starts, stand at table by Narthex to hand out bulletins, pre-packaged communion elements, and greet people as they arrive for worship. Educate about mask wearing during service and encourage social distancing by sitting in pews with hymnals. Encourage placement of offering in plate as entering Sanctuary. After service starts sit at the rear and watch for late arrivals. Before, after, and during services watch for persons in distress, look lost or are looking for something and offer to help.
- Light Candles if Acolyte is not available
- Stay after the service is over to look at each pew, pick up papers, return items to their place and make things
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Readers

-Any Persons May Serve-

Reads scripture passages during worship services.

- Come forward to the microphone in front of the first pew when Readings are to start (see the bulletin)
- Read with confidence and clarity as masks must be worn: Weekly readings will be sent to reader's email address prior to your scheduled Sunday
- Return to your seat as the Pastor reads the Gospel.
- Check with pastor: for any special instructions

Worship Monitor

-Experienced Adult Members May Serve-

Manages media equipment and assists worship volunteers

- Monitors Media - sound system, video, recording, lights, heating system, etc. during worship services.
- Recruits, Assists and fills-in for other worship volunteers as required.
- Monitor security procedures during and after worship services.
- Trains other ministry volunteers.

Technology Assistant

-Adult or Teen May Serve-

Manages technology equipment

- Arrive 20 minutes before service
- Prepare phone to go Live on Facebook following directions
- Go Live at 0900 and confirm Live stream with Musician
- During ending Hymn stand by phone in preparation to end Live stream at conclusion of Hymn then publish to Facebook page.

Altar Guild

-Any Persons May Serve-

Prepares Altar area for Worship Services

- Manages and prepares worship elements and chancel accessories before and after worship services
- Maintains Candles, Decorations, Banners, Funeral Pall, Flower purchases, Paraments etc.

Kids of the Kingdom Attendant

(KoK Nursery for Youngsters 3 to 5 years)

One Adult Person and One Assistant May Serve

- Presents age appropriate Sunday school type videos and lessons to children during worship services.
- Returns youngsters to parents during latter portions of worship service so that they can commune together.
(This ministry may require some special qualifications and training)

Zion Evangelical Lutheran Church

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