

# UNITED CHURCH *of* UNDERHILL

## Ministry of Inspirational Worship

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### **Guidelines for Worship Assistants**

#### **What it is:**

Thank you for agreeing to be a worship assistant. The job of the worship assistant is to read the call to worship, a unison prayer, a Bible passage, and/or whatever other readings are needed during Sunday worship.

#### **Why we do it:**

Acting as a worship assistant enables members of the congregation to help lead worship.

#### **What we do:**

##### **Before the service**

- You will receive the readings sometime during the week before your scheduled Sunday. The church secretary generally sends this information. If you have any questions about the readings (pronunciation, etc.), feel free to contact the pastor at 899-1722.
- Please plan on arriving **at least 15 minutes** before the service. Obtain a bulletin from an usher, and check to make sure there is a hymnal for you on the shelf inside the lectern.
- If a scheduling conflict arises, please try to find a replacement and let the person who originally asked you to be a worship assistant of the change. If the change is last minute, please let the pastor know by calling (802) 899-1722 or notifying her/him on Sunday morning.

##### **During the service**

- You will receive the readings sometime during the week before your scheduled Sunday. The church secretary generally sends this information. If you have any questions about the readings (pronunciation, etc.), feel free to contact the pastor at 899-1722.
- As the service begins, assist the acolyte in lighting the candles and/or extinguishing the torch, if needed. If the acolyte does not require assistance, proceed in with the choir and the pastor.
- Sit in the chair next to the choir, and be prepared with your readings. Before your first reading, check to make sure that the lectern microphone is turned on. There is an on/off switch on the side of the microphone.
- Invite the congregation to stand and sing if a hymn directly follows on of the readings.
- You may return to your pew after your last reading (generally the Bible reading).

#### **Time Commitment:**

Approximately 30 minutes in addition to the worship service.

#### **Number of volunteers needed:**

One per Sunday, rotating around throughout the year.

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**THANK YOU FOR BEING A WORSHIP ASSISTANT!**

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