

Book	Poplar Springs Baptist Church Policy Manual
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An usher of Poplar Springs Baptist Church is a person who helps ensure a smoothly running church service and who ministers to people in a variety of practical ways.

The heart of an usher is the heart of a servant, and he does his work for the Lord. A church usher should have a true love for the people of the church and a desire to promote an atmosphere of reverence and worship in the house of God.

The responsibilities of an usher at the Sunday morning worship service include:

1. Arrive in the foyer at least 15 minutes prior to the worship service.
2. Wearing an identification badge identifying them as ushers.
3. Greeting people with a smile and handshake as they arrive for the service, giving special attention to visitors.
4. Escorting visitors to the church nursery for those who require this service.
5. Distribute bulletins.
6. Assisting people with special needs, such as hearing disabilities and worshipers who are in wheelchairs.
7. Collecting the offering.
8. Ensuring that the Chairman of Ushers is aware of an inability to serve as soon as possible prior to Sunday.
9. In case of an emergency, the ushers will take the lead in getting people to safety in an orderly manner.

Ushers and the Chairman of Ushers are selected by the church upon recommendation of the Nominating Committee.