

**GREETER/USHER TEAMS for 9:30 WORSHIP
JANUARY 2016 – DECEMBER 2016**

Team A

Carolyn Scheffler
Janet Scheffler

Team B

Steve Rakoczy
Barb Rakoczy

Team C

Steve Reduker
Jeneene Reduker

Team D

Barbara Carlson
Bill Carlson

Team E

Linda Palmer
Andrew Palmer

Rotation is as follows

Jan. 3 (E) 10 (A) 17 (B) 24 (C) 31 (D)	Feb. 7 (E) 14 (A) 21 (B) 28 (C)	March 6 (D) 13 (E) 20 (A) 27 (B)	Apr. 3 (C) 10 (D) 17 (E) 24 (A)	May 1 (B) 8 (C) 15 (D) 22 (E) 29 (A)
June 5 (B) 12 (C) 19 (D) 26 (E)	July 3 (A) 10 (B) 17 (C) 24 (D) 31 (E)	Aug. 7 (A) 14 (B) 21 (C) 28 (D)	Sept. 4 (E) 11 (A) 18 (B) 25 (C)	Oct. 2 (D) 9 (E) 16 (A) 23 (B) 30 (C)
Nov. 6 (D) 13 (E) 20 (A) 27 (B)	Dec. 4 (C) 11 (D) 18 (E) 25 (A)			

Substitutes: Jane & Milt Eisenhardt, Kevin & Donna Huang, Erica & Scott Risser

GUIDELINES FOR GREETERS

- 1) You are the official welcoming committee of our church. You will be the one creating the "first impression" of our church for all visitors.
- 2) Smile and offer a warm welcome to ALL who attend worship.
- 3) Please remember to use your name tag at all times.
- 4) On the day you are ushering, you will sit in the back. To make sure all are assisted (i.e. nursery needed, take them to the nursery, extra chairs set up)
- 5) The greeters/ushers for the 9:30am service come early to start greeting at about 9:15am.
- 6) In the beginning you split up – ONE greets at the door, while the OTHER one checks a few things (e.g.
 - a) Red attendance pads are set out in the front row.
 - d) Light the altar candles.
- 7) Make a head count of the number of persons present in worship (including kids/babies) and record in the attendance book in the narthex cabinet.
- 8) Receive the offering.
- 9) At the end of the service, please make sure the candles are extinguished.
- 10) If for some reason you are not able to greet on your assigned day, please make sure you find a replacement AND let the Church Office know so that we can try to make the change to the bulletin.