

<b>COMMITTEE NAME:</b>	<b>WORSHIP</b>
Chairperson:	Janet Lowe 847-991-7732 lowe427@comcast.net
	Janine Byrne 847-496-5894 jgbyrne2@comcast.net
General committee information:	The Worship Committee is responsible for all the parts of the Worship service.
Areas where we need the most help:	Ushering, Lectors, Worship Assistants
Want to start getting involved but are not sure where to start?	Consider signing up for 1 week of Altar Guild; helping to stuff the bulletin
TASKS	DESCRIPTION OF TASK FREQUENCY/TIME COMMITMENT/SKILL REQUIRED
Committee member	Attend the worship committee meetings 1/month held on the 4th Tuesday of the month at 7pm.
Altar Guild coordinator	Coordinator will set up monthly schedule of helpers, purchase wine, wafers, communion cups, candles, and other items necessary for communion and worship services. Check paraments and have cleaned/repared as necessary
Altar Guild (8:30 or 11:00)	Helpers normally sign up for one month at a time, selecting 8:30 or 11:00. The 8:30 helpers set up the communion for first service and then refill as necessary for 2nd service. The 11:00 helpers do all the clean-up, changing paraments, candles, and basically keep the sacristy neat and tidy. Full instructions are provided for each group.
Communion Assistant (8:30 or 11:00)	Assist the pastors by giving the wine out during communion at either service.
Communion Bread Baker	Bake bread for Sunday services throughout the year. This is done on a rotation. Times per year depend on how many sign up.
Drama/Acting	Acting or co-ordinating dramas during Lent or other times of the year acted out during service.
Flowers	Prepare a sign-up sheet, order and pickup the flowers for special occasions at the church mainly Pentecost Geraniums, Easter flowers and Christmas flowers. Also responsible for cleanup afterwards including straightening up for Korean service and disposing of the flowers 1-2 weeks after the main service is over.
Greeter Co-ordinator	Set up the schedule of greeters for both services
Greeter (8:30 or 11:00)	Greet newcomers/church members as they first step into the church. Help anyone find something/someone specific
Lector Co-ordinator	Set up the schedule of lectors for all worship services that need a lector.
Lector (8:30 or 11:00)	Read the first and second readings during the worship service
Assisting Minister (8:30 or 11:00)	Assist the Pastors during the service by singing/chanting the kyrie and giving out the wine during communion
Nursery helper (8:30, 9:45, 11:00)	Assist the Nursery Attendant or be the nursery attendant in the church nursery over the babies and /or children under 8 during the church service and adult forum time.
Usher Co-ordinator	Set up the schedule/rotation of ushers for either service. Provide training for new ushers.
Usher (8:30 11:00)	Usher 1/month at either service. Give out bulletins; take offering; guide the congregation flow at communion; clean the pews after service
Speak Foreign Language	Help with Pentecost Sunday by reading Acts verses in a foreign language
Wednesday Evening Prayer Service	Help with this service by being a cantor or lectoring
Visual arts	Help Pastors set up the Sanctuary on special occasion with visuals
Prayer chain/ Prayer ministry	Pray for those who request special prayers.