

GUIDELINES FOR WORSHIP ASSISTANT

THE WORSHIP ASSISTANT PARTNERS WITH THE PASTOR IN THE LEADING OF WORSHIP.

Before Worship (arrive by 9:15am):

- ◆ Check in with Pastor before worship for any special instructions and to see if it is a Sunday for robes (Traditional: robes; Grace Alive!: no robes)
- ◆ Review the worship binder, particularly the readings and prayers and ask for assistance with any difficult names, etc.
- ◆ Select a robe (if needed) and a cincture (rope) and a cross if you'd like to wear one. Dress for worship.
- ◆ Attach a lapel microphone to your robe and ensure you know how to turn it on and off!
- ◆ Head into worship with Pastor.

During Worship:

- ◆ Process to the front of the altar. Pause and bow with Pastor and head to your seat to the right.
- ◆ When the time comes for the readings, move to either the front of the altar or behind the altar and follow the worship script. At the conclusion of the readings, return to your seat area for the reading of the Gospel.
- ◆ After the sermon and Creed, lead the church in the prayers. This is a separate tab in the worship binder – be sure to flip to it!
- ◆ After the offering is collected, lead the offertory prayer.
- ◆ During communion, the worship assistant distributes bread alongside the Pastor. A piece of bread is broken off for each person and given with the words “The Body of Christ given for you.” The Worship Assistant will be communed with the communion assistants at the end of the distribution of communion.
- ◆ Often there is a prayer after communion which is read by the worship assistant.
- ◆ During the final hymn, the worship assistant leaves with the Pastor, first bowing at the altar and then turning and heading up the center aisle. The Worship Assistant should greet folks leaving at the side door of the sanctuary.

After Worship:

- ◆ Return worship binder and microphone to the table in the conference room. Robe, cincture and cross can be put away in the robe closet.

Special Notes:

- ◆ On a Sunday when we have a baptism, the worship assistant will participate by lighting the baptismal candle and handing the candle to the baptized (or their parent/sponsor) while reading the words printed in the worship binder. Additionally, the worship assistant will lead the congregation in welcoming the newly baptized.