

Name \_\_\_\_\_

## **Worship Leader Ministry Guidelines**

Thank you for your willingness to participate in this ministry.

### **Instructions for Worship Leaders**

1. You will receive a copy of the bulletin via e-mail by the Friday just prior to the Sunday you are leading worship.
2. Please review the bulletin ahead of time and phone Deborah to clarify assignments. You may call her at home (833-3576).
3. Practice all readings ahead of time; compose prayers, if assigned.
4. Secure written announcements that congregants wish you to make, and review them, as well. We are asking that announcements be limited and that most announcements be placed on the screen.
5. When you address the congregation, move the microphone close to your mouth or it will not amplify your voice. Speak slowly and clearly, animating your voice appropriately.
6. During the Welcome, warmly greet everyone, especially our visitors. Ask first-time visitors to remain seated, and ask church members to stand to greet all visitors.
7. Announce that the ushers are distributing friendship pads that are to be passed from the outside aisle to the inside aisle and back again to the outside aisle. Ask worshippers to note the names of those sitting in the pews with them, so that they may greet one another after the service.
8. Lead the portions of the worship service assigned to you.
9. Deborah welcomes worship leaders to lead as much of the service as you feel comfortable, to include any prayers, readings, etc.

If you have questions about your responsibilities, please contact Deborah Dail ( Church ) 877-2048; ( Home) 833-3576 and (Cell ) 817-7758.