

Ushers: 2022-23

General Concepts

1. Ushers are important in aiding in the flow of liturgy and, with compassion and care, guiding others. By being welcoming and hospitable, Ushers help provide a positive experience. You are not the "liturgical police."
2. Ushers may be called upon to help with other various things as they come up. Be ready and willing to lend a helping hand when called upon.
3. Be alert, pay attention. If there is a medical problem or someone is acting suspiciously call 911. If someone needs assistance in some other way, please provide such assistance without drawing attention to yourself or them.
4. If Greeters are absent, please assume their responsibilities.

Before the Liturgy

1. Check in with the other Ushers and make sure there are four Ushers.
2. Be prepared to help people to their seats, especially during the larger liturgies.
3. If you are not assisting someone, find a spot outside of the vestibule, for the vestibule can get quite congested with Greeters and people coming into the church.

Preparation of the Gifts

1. During the Universal Prayers/Prayers of the Faithful gather in the vestibule with the other Ushers and get a hand basket to prepare to receive the financial offerings.
2. After the Universal Prayers/Prayers of the Faithful have been concluded the four Ushers go to the front pews, two using the inner aisle and the other two using the outer aisles. When all Ushers have reached the front proceed toward the vestibule receiving any financial gifts that are offered. Only offer the basket to those pews which seem to have someone who desires to make an offering.
3. The first Usher to return to the vestibule should go to the choir loft to see if there are any offerings there. The second Usher should see if there are any offerings from those persons who are in the vestibule.
4. Upon returning to the vestibule place all offerings into the basket which will be brought forward to the Celebrant by others in the assembly, the Greeters, or yourselves if there is an insufficient number of Greeters.

5. As the gifts are brought forward, return the hand baskets to the vestibule just outside of the candle closet, or inside the candle closet at the last liturgy of the day. Return to your seat within the assembly and continue to be aware if you are needed.

Serving the Body and Blood of the Lord

1. After the priest consumes the Body of the Lord, the Ushers prepare to assist with the procession by the assembly to be fed the Body and Blood of the Lord.
 - a. Two ushers proceed up the center aisle to assist with the communion procession. One usher delays the procession on their side until the Ministers return from feeding those in the back pews who are not able to leave the pew to be fed.
 - b. One usher asks those in the vestibule and choir loft to be served last.
 - c. One usher directs the Extraordinary Ministers to members who cannot join the procession.
2. After assisting the assembly, the Ushers are fed the Body and Blood of the Lord.
3. If you notice someone has not consumed the Body of the Lord, please approach them with kindness and generosity, and remind them to consume. If they refuse, it is proper to ask for the host and either consume it yourself or return the Host to a Minister of Communion.
 - a. Be aware of any other situation in which you may be of assistance.
4. As the Ministers of Communion finish serving the assembly, return to your seat among the assembly and continue to be aware if you are needed.

After the Liturgy

1. Pick up papers, bulletins, and other items from the pews. Ensure that the Missalettes are spine up, and lift kneelers so the pews are tidy and ready for the next liturgy.