

Usher Responsibilities

- Be present at the rehearsal and learn the locations of the sacristies, the bride's room, and the rest rooms in the church.
- Arrive at the church 45 minutes before the wedding.
- Be available to assist the priest with the movement of any sanctuary furniture.
- Obtain the programs or orders of worship. Place enough copies at the places where the bride and groom and attendants will be seated. Hand out the rest of the orders of worship to the guests.
- Begin to seat the guests no later than 20 minutes before the ceremony is to begin. Be alert for any disabled or handicapped persons who may need assistance from their cars and in getting to their place. We suggest that several couples be seated at a time. Be alert to seat any latecomers, using side aisles.
- During the ceremony, position yourself so that you can keep an eye on the entire assembly, including the wedding party. If anyone becomes ill, immediately help them out of the church with as little commotion as possible. Offer them reasonable help or call 911.
 - Locate the AED (Automated External Defibrillator) during the wedding rehearsal. It is located on the wall between the men's and women's bathrooms.

After the ceremony, the ushers should:

- Help move the sanctuary furniture back to its original position.
- Check the usher's room, hallway, restrooms, sacristy, and bride's room for any empty flower boxes or wrappings and dispose of them.
- Pick up any programs or orders of worship left in the pews and check for forgotten photographic equipment and clothing.
- See to it that any pew decorations, outside decorations, flowers (if they are going to the reception) and all personal belongings from the attendants' room are taken.

If you have any questions about your responsibilities, ask the priest or deacon at the rehearsal.