

Worship Ministry Committee Responsibilities

- All committee members and sub-committee members need to commit to praying, worshipping weekly, reading scripture, serving at and beyond the church, and giving. All worship committee and subcommittee meetings will start with prayer and end with prayer.
- Coordinate the sub-committee that assists the Pastor with communion setup/cleanup, helping to serve communion and ensuring communion supplies are stocked.
- Coordinate with the Pastor the acolyte training and coordinating the acolyte schedule and ensure the acolyte supplies (including alter candle oils are full) are stocked.
- Coordinate the sub-committee that creates and cares for the banners/paraments as needed. This includes setting up the alter with the paraments/banners for the church seasons.
- Coordinate the sub-committee(s) for all aspects of music for all of the worship services at Lands. (These sub committees are responsible that the song numbers appear on the board for each service, that copyright laws are followed, copyright licenses are up-to-date and special music is planned and arranged and all songs and music are coordinated in advance for all the worship services at Lands. These music planning sub-committees also need to coordinate with the Choir Director and organ/piano/instrument players and singers. These music planning sub-committees also need to coordinate piano/organ/keyboard tuning and repairs. This also includes any special music needed and preparing summer park worship hymn folders)
- Provide "worship coordinators" this includes but is not limited to the Saturday service, Arise to Praise 8:30, Traditional Worship 10:30, summer park and Lent worship services at Lands. The duties of the worship coordinators will be:
 - Put up song numbers on the board for the 10:30 service.
 - Ensure the acolytes are tending to their duties
 - Ensure the lector is in attendance and ready for reading
 - Ensure ushers have arrived and know about any special instructions for the all services
 - Ensure communion is setup and servers are available (all services)
 - Ensure communion is cleaned up (all services)
 - Prepare for baptism as needed (all services)
- Coordinate the sub-committee to recruit Lectors and also train the 6th graders on lectoring.
- Coordinate the sub-committee of ushers
 - counting and recording attendance
 - handing out bulletins, pew Bibles and hymnals
 - assisting with seating
 - collecting the pew pads and turning them in to the office
 - straightening/cleaning pews after services
- Work closely with the Pastor for any special worship requests (especially when there is a visiting Pastor for a service). This includes preparing/assisting with Baptism.
- Provide Worship service recommendations to the Council.

Worship Ministry Committee Responsibilities

- Coordinate decorating the sanctuary for the holidays. This includes ordering flowers for Easter.
- Manage the Worship budget. This would include annually reviewing the Memorials List and giving input of items that would enhance the worship setting.

Prepared by the Worship Ministry Committee