

# Commitment Weekend

## Recruiting Ushers

**You will need one usher in every section of your church: one usher for about every 5 to 8 pews.** You will need one adult in each side aisle to retrieve extra envelopes from some pews and to provide extra envelopes for pews that don't have enough. These adults should also take care of any standing room people. If you have large numbers of standing room people, assign extra adults to them.

### **Training Ushers:**

The Pastor and his Appeal Chair Person should train the ushers and provide them with the following information:

- Where to report
- What time to report
- Where to pick up their supplies
- Where to wait for the signal that it's time to distribute their envelopes
- Which specific pews they will work
- When they will be expected to move to their assigned locations (when Father signals from the altar and what signal he will use)
- What to do while parishioners are completing their pledge envelopes
- Where to get the collection baskets
- Where to empty the baskets after they collect the pledge envelopes
- Where to return the baskets
- Don't forget to include parishioners in the cry rooms, choir loft, and those standing