



Ralph Connor Memorial United Church

*"The Little White Church on Main Street, Canmore"
Celebrating 125 Years in 2016*



DUTIES OF THE WORSHIP LEADER

NOTE: there can be quite a variation in the order of service. You will receive the worship bulletin by email no later than the Friday prior to the service so you can see what variations might appear in this particular service.

Generally, here are some of the things you have to do:

Turn on the Sound System, and turn off when done.

Look at the volunteer sign-up clipboard and note which areas are in need of a volunteer.

Go to the microphone to:

- Bring these empty spaces to the attention of the congregation, then give the clipboard to someone in the first pew, starting on either side of the aisle, to pass around the congregation.
- welcome everyone
- ask visitors to introduce themselves
- invite the congregation to go to Gordon Hall for coffee, tea, and goodies after the service

Then you will read any **announcements** that are necessary (or just point out that there are announcements in the bulletin and invite people to read them) and **invite people who want to do announcements to come to the microphone** for their announcements. You will find that just before the service a number of people will come to you saying they have an announcement, so be there in good time to get yourself organized and positioned in the front pew.

Later in the service you will **read the scripture(s)**. If you don't have a Bible at home, you can borrow one (of your choice) from RCMUC. A helpful website is BibleGateway.com where you will find scripture readings under the Bible Book List. No later than the Friday prior to the Sunday service you will receive an email from the RCMUC office of the worship bulletin from which you can get that Sunday's scripture. This will give you a chance to practice the readings at home.

You will also **read the Minute for Mission**, after which you will say the words **"the offering will now be received"**. The Minute for Mission readings are in a book stored on the bottom shelf of the pulpit and the readings are organized by date.

THANKS!!