

Usher Job Description - Christmas 2021

Here is the Christmas Mass schedule for 2021:

Christmas Eve

3:00 p.m.	Church and Gym	Reservations required
5:30 p.m.	Church and Gym	Reservations required
7:30 p.m.	Church	No reservations required
11:30 p.m.	Church	No reservations required

Christmas Day

8:00 a.m.	Church	No reservations required
10:00 a.m.	Church	No reservations required
12:00 a.m.	Church	No reservations required

We need five (5) ushers for each of the seven (7) church Masses and three (3) ushers for each of the two gym Masses.

Doors will open 60 minutes before each Mass, so ushers are needed to be at the ready an hour before the 3:00 p.m. and 5:30 p.m. Masses. Here are more details regarding these two Masses:

- Ushers will check parishioners in using alphabetical lists at both the 3:00 p.m. and 5:30 p.m. Masses in the church and in the gym.
- Reservations will be for a certain number of seats, but not a specific location, as was the case last year.
- Those who arrive without a reservation for these Masses will be directed to the Parish Center Lobby to see if there is any additional seating available.
- All those with a reservation will have received a confirmation email and will be asked to both bring that confirmation with them to church and to be seated five minutes before Mass begins.
- Ushers will be able to assign any open seats to those who arrive without a reservation at that time.
- Once the Church and/or gym is full, signs to that effect will be posted.
- Ushers will be able to attend the Christmas Mass at which they are ushering.

The ropes blocking every other pew in the Mary section of the Church may be removed as needed for seating.

Aside from initial seating, we will need ushers to:

- assist with the collection
- help guide parishioners for Holy Communion
- distribute the gift book (one per family) at the end of Mass

We know this is a lot to ask, especially on Christmas Eve/Day when we are with family, but we hope you might give this some consideration, as your service is vital.

Reservations for the 3:00 p.m. and 5:30 p.m. Masses are expected to go live at 5:30 p.m. on December 9, but provision has been made to pre-register ushers and family members who will be helping with the 3:00 p.m. and 5:30 p.m. Masses on Christmas Eve. If you are ushering at either of these two Masses, please send your names and number of people in your party to Doug Postler by December 8.

If you are able to help with the usher duties, please contact Doug Postler at postman8905@gmail.com.