
St. Fabian Ushers

Welcome

Thank you for your service

For immediate questions, please call Sue Crudgington at 248-553-4610 ext. 254

Welcome Message

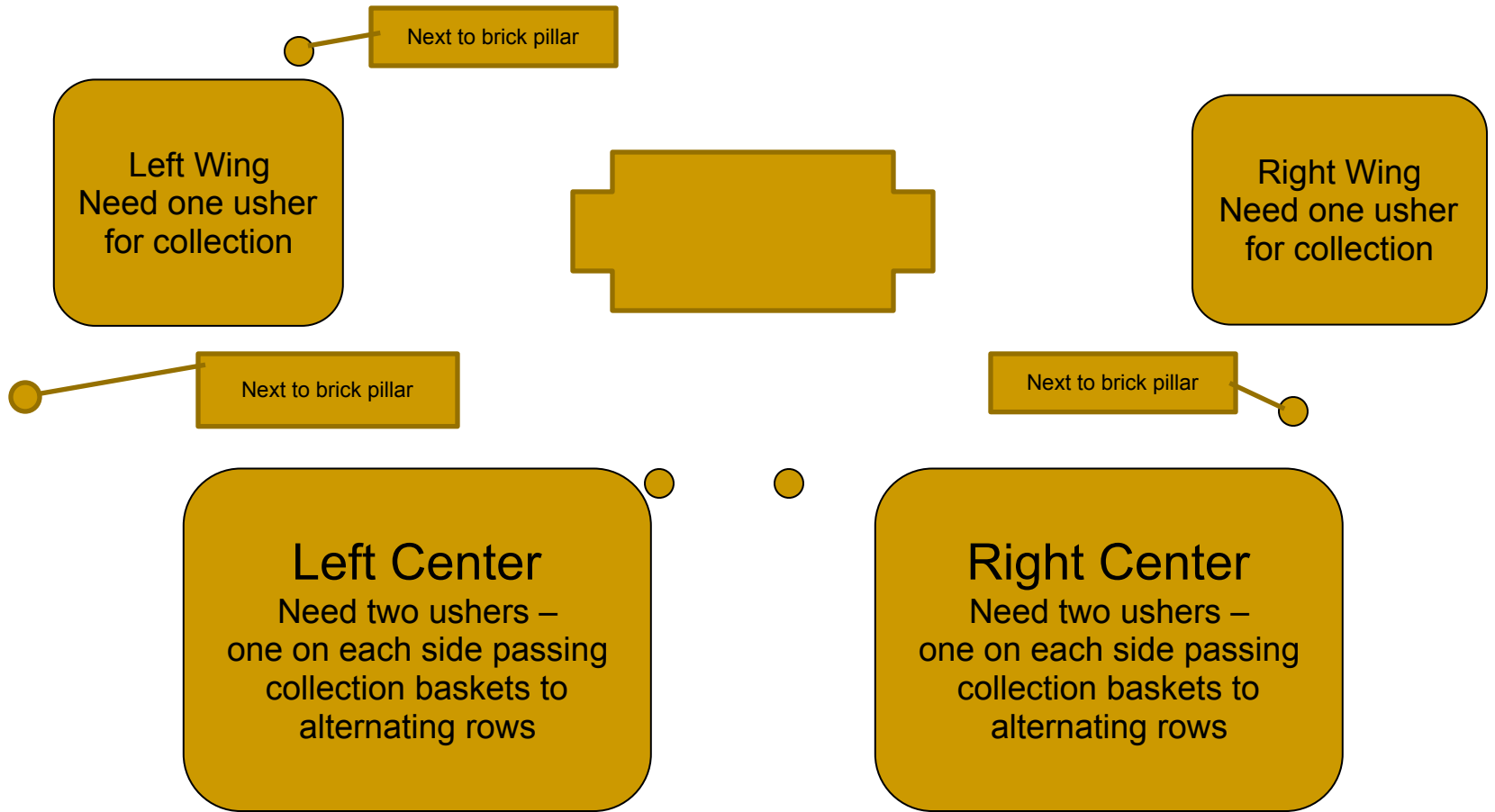
Thank you so much for considering to generously give of your time and talent. Not only will you find your service personally rewarding, but whether you are new to St. Fabian or a long-time parishioner ushering is a great way to become more closely connected to our religious community.

Our expectations are simple. Since an usher is often the first person parishioners see at arrival and one of the last when they leave, a welcoming smile and warm salutation are the hallmarks of a St. Fabian usher. Just as important is participation – when your team is assigned a monthly service, please do your best to be there. If you are not able to attend, let a teammate know, so a replacement can be found. Finally, and most important, enjoy the experience – it will reward you for years to come.

Expectations

Below is a checklist of typical expectations:

- ✓ Arrive 15 – 20 minutes prior to your assigned Mass.
 - ✓ Retrieve badge from ushers room.
 - ✓ Check for any special messages or expectations for the Mass – i.e. special collections, change in format for the service.
 - ✓ Check to ensure current bulletins are available at each entrance (if you have 5 pm Mass, you may find previous week's bulletins still at each door, please replace with most current edition).
 - ✓ Put out collection baskets.
 - ✓ Check to see if there is a volunteer family already assigned to present gifts. If not, make a plan with other team members to recruit a family for the service.
 - ✓ If it appears you may be short an usher or two, try to recruit some assistance.
 - ✓ Make assignments prior to start of the service – who will carry Cross, who will work what isle for collection and Communion, who will pass out bulletins at the end of Mass and who will clean straighten up the church for the next service.
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Frequently Asked Questions

Am I assigned a Mass every month?

- *For masses that have teams they serve every other month. Several months do not have 2 teams so please serve whenever you can.*

What do I do in case of an emergency?

- *Emergencies do happen. You will need to assess the situation and determine an appropriate course of action. If you need to call 911, please ask a parishioner with a phone to do so – if you do not have a phone. A defibrillator is located on the wall outside the usher's room and in the hall leading to the Social Hall. There should be a wheelchair in the Ushers Room. Often times people don't want to disturb the service, so if you sense a person needs assistance quietly ask if all is OK. You may even consider following someone outside, as they may be more willing to talk about their situation.*

What if a person is not able to receive Communion at the Altar or typical station?

- *If you think someone may have difficulty comfortably reaching a Communion station, feel free to ask if they would like Communion brought to their seat. You will get to know those who need assistance; others may ask; some may need prompting....don't worry, it's always appreciated. The Left Wing (back) Eucharistic Minister is typically assigned to bring Communion to those in need.*

What happens if I am the only usher at my Mass?

- *Take a deep breath, smile and start recruiting. Often you will find ushers on their off month will ask if they can help. However, there may be times when you need to recruit friends, neighbors, strangers. Most people have seen how the process works for collection; and, Communion can run itself if push comes to shove. If you are truly the only person, for collection simply take a collection basket to the front of each row and pick them up after the baskets reach the back of each section. Chances are, several people will see your predicament and jump in to help. Remember, your responsibilities are a crucial part of Mass, so whether you have 6 ushers or just you...it's all about the process (not how long it takes or cumbersome it may appear).*
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Frequently Asked Questions

What should I do if I attend a Mass during a month my team is not working and I don't see any ushers?

- *There are occasionally masses with no ushers. Please offer to help and recruit others.*

Should I help people find a seat when Mass is crowded or during a special service?

- *Yes please. This is a very nice courtesy for parishioners every week. There are times when Mass can become extremely crowded. Please feel free to quietly walk the side isles to identify open seats – direct those folks who are standing to the appropriate location. If it is truly a 'standing room only' Mass, please try to have people stand along the brick perimeter walls instead in front of the glass at the back of church.*

Winter is here – now what?

- *Please make sure that walkways are as safe as possible. We keep salt in the Ushers Room; if needed, please feel free to spread it in slippery areas.*

Is there a lost and found?

- *You'll be surprised at what people inadvertently leave behind. Typically people return quickly for purses, wallets and keys. However, if a purse or wallet is not claimed relatively soon, check the contents for identification – always have another person check with you. For the standard items, like gloves, hats, books, toys, etc. please place them in the basket on the floor outside the Usher's room or in the drawer marked Lost and Found.*

What if I am not able to make my assigned Mass?

- *Contact your team captain or other team member to alert. If you know far enough in advance, you can give your team members the dates during an assigned month you'll be away.*
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Where will you be needed?

We have some serious shortages on several teams. The 8:00am and 12:00pm and the 5:30pm Sunday mass do not have full teams.

If you have a particular team you'd like to join, please let Sue Crudgington know. If not, Sue will assign you to a team where the need is most immediate. He will provide you with the team number and team captain contact information, so you can make arrangements to join in on a temporary or full-time basis.

Kind regards,

Sue Crudgington: scrudgington@stfabian.org, 248-553-4610 ext. 254
