**Worship Team Coordinator duties:**

The Team Coordinator is to report to the Office Secretary with questions and completed duty lists.  Email:  [fulc@mncable.net](mailto:fulc@mncable.net), [infor@firstunitedroseau.org](mailto:infor@firstunitedroseau.org) or call 218-463-1392.  Office Secretary hours:  Wednesday & Thursday 8 am – 4:30 pm and Friday 8 am – 12 Noon.  Thursday at NOON is the deadline for bulletins and prayer card requests.  Bulletin printing is Friday morning.

**Worship Teams will be responsible for:**

* Readers (1 for each service)
* Ushers (2 ushers – who will also greet people)
* Coffee Servers
* Nursery (1 ADULT minimum)
* Special Music (once a month)

**Readers**:  The church secretary will send out the readings the Wednesday or Thursday before the service.  Often this depends on any changes to the lectionary readings, or if we have a guest speaker.

**Ushers**:  they will also be greeters – 2 is the preferred number for each service

**Coffee Servers**:  can provide treats if they chose.  **If they don’t want to, the church will furnish the treats**.  The team leader will need to let the church secretary know if treats are needed for that particular Sunday.  There is someone who will purchase and have available if necessary.

**Nursery**:  1 ADULT is required, helpers can be junior or senior high age (prefer NO younger than 7th grade)

**Special** **Music**:  Once a month if possible.  At least one (1) song (during offering will be the usual placing), but two (2) songs are also fine.

Team lists have been posted on the Bulletin Boards by the elevator  and in the basement.  Responsibilities lists will be posted this week.