

BRIDGE CITY CHURCH JOB DESCRIPTION

Job Title: **Head Usher**

Department: Facilities

Approved by: Usher Coordinator

ROLE

The Head Usher is responsible for the Sunday Worship Experience. They are responsible for making sure the Hallway Ushers, Parking Lot Ushers, and Usher Team Members are all in place and serving with a high degree of excellence.

WIN

The environment on Sundays and at special events is safe and orderly. People are warmly greeted in the parking lot and hallways and are assisted in finding a seat once service starts.

RESPONSIBILITIES

- Submit to the vision and direction of BCC, Lead Pastor, Usher Coordinator and Campus Pastor
- Be easily recognizable by wearing an Usher uniform when serving
- Coordinate duties for the service with the Usher team
- Attend the Walkthrough and Morning Huddle on days you are serving
- After the service has started, usher people into Sunday celebration during songs and other parts of the service with minimal distraction
- Intervene to minimize activities in the halls that would be disruptive to the service by encouraging people in the halls to go into the service
- Create an environment of security, from the street to the seat

REQUIREMENTS

- Is a mature follower of Jesus, a tithing member of Bridge City Church, family is in order, passion-driven, loves people, and exhibits leadership characteristics of a deacon (1 Timothy 3:8-13)
- Actively involved and supports the vision and direction of the church, participating in church events, special events, ministry opportunities, missions, and moving self and others to discipleship and growth
- Be faithful to attend regular church services at BCC and be an active participant in a Connection Group
- Be a member in good standing at BCC, and support the church with your time, talent and treasure
- Must have a growing relationship with Jesus Christ
- Attend Leadership Connection and other training events
- Must be at least 18 years of age
- Must complete a criminal record check and child abuse clearance

REPORTS TO

Usher Coordinator