

## CPC Liturgist Responsibilities

1. Review and familiarize yourself with the worship service bulletin contents, i.e.
  - a. Know what the announcements are and briefly highlight them for the congregation.
  - b. Know the Scripture readings! Mark your Bible prior to 11:00 a.m. so you are not fumbling pages. Read them beforehand so they are familiar to you. Make sure you and the Pastor know which ones you will read and which ones he will read.
2. Each time there is an \* (asterisk) in the bulletin the congregation will stand. However, it is your job to "prompt" them. Simply say beforehand, for example, "Please rise for the Call to Worship". Likewise, you are asked to say, "You may be seated" at the appropriate times.
3. Know your comfort level. In other words, if you are a seasoned, confident liturgist you can best be used on High Holy Days or those Sundays that have a lot going on. For example, Palm Sunday is a High Holy Day with different people making announcements, drama skits, and special events. It is your duty to introduce these people and/or different items in the service.

If you prefer a simple service, a suggested time line would be any Sunday in January, February, or March prior to Palm Sunday or any Sunday after Easter. Direct your questions regarding this matter to our secretary, Mary Kelly or Music Director, Eric Johnson.
4. Keep things moving. We here at CPC pack a lot of things into our 1 hour service. With your help we can keep things running smoothly. Simply put, be prepared, be prepared, be prepared. All announcements should have been pre-arranged and kept to a minimum. This is not a time for personal announcements.
5. Please meet in the Pastor's study at 10:45 a.m. to go over the bulletin for any last minute changes, additions, or questions with Pastor.

Thank you for volunteering to be a liturgist. You play a vital role in the mechanics of our worship service. Confidence, friendliness, and efficiency are all tools that will help you develop and nurture your role as liturgist time and time again. Our congregation will appreciate your professionalism and commitment to God's House. Please direct any questions or comments to our secretary or Music Director.