

DEACON'S DUTIES -- New MEMBERS

(approved 10/2005)

The Deacons vote to receive new members. A Deacon will be chosen at a regular Deacons' meeting to attend the informational meetings held for potential members usually held the two weeks before they are received.

This Deacon should arrive in the Fireplace Room at 9:00 am on the Sunday they are accepted into membership to greet them and to help them with their corsages. At 9:20 am, the Deacon will escort the new members into the Sanctuary and seat them in the front two pews. Ushers will have reserved these pews.

All deacons participate in service when the new members will be received, as directed by the Pastor. The Chair of the Deacons will hand out certificates.

When worship ends, the Deacon escorts the new members into Fellowship Hall and has them form a receiving line where all members of the congregation will welcome them on their way to coffee hour.

The Deacon who attends new member meeting should also try to "take these new members under their wings," so to speak, afterward, i.e., check in with them occasionally, encourage them to get involved in the church, etc.

The Deacon who attends the new members meeting will let Shirley (office manager) know how many flowers to order for the service.