

Ministry Scheduling Guide for Assisting in Worship

Acolytes

- ✓ Acolytes are youth in 4th grade and above who have attended the annual training class offered each fall. If you missed the class and would still like to acolyte, please contact Kathleen Kahovec at kathleen@come2christ.com.
- ✓ Please check-in at the service check-in table on the patio when you arrive to acolyte.
- ✓ You need to arrive 15 minutes before the services begin. The robes are in the closet just to the right of the restroom, near Pastor Mike's Office. Please make sure your robe hangs below your knee. Please wait there. This is when the Pastors will talk to you about any changes in the service, if any.
- ✓ Scheduling is done by our Ministry Scheduler program. Every 2-3 months, each acolyte will receive an email with the acolyte schedule for the coming months and a user name and password to login to MSP. Emails will be sent with all of your child's assigned services when the schedule is created, and a reminder email will be sent the Wednesday before each Sunday that you are scheduled. You can always check the schedule on the church website, www.come2christ.com, under the Service Opportunities menu.
- ✓ If you are unable to serve at your assigned time, you can request a substitute through Ministry Scheduler. The emails you receive will have a "request sub" option, or you can login in to MSP and request a substitute. If you have any questions about scheduling or using MSP, please feel free to ask Teri Gaudioso at teri@come2christ.com or 259-0200 ext 27.
- ✓ **Please dress appropriately.** Wear nice shoes and clothing. No shorts, no very short skirts, no jeans, no tennis shoes, no flip flops. Bright clothing will show through the robes. At 11:00 am service you will not wear a robe. Please consider what to wear. Dockers style pants, polo shirts, dresses, skirts and blouses are appropriate; baggy cargo pants, t-shirts with pictures/words, or mini-skirts are not.
- ✓ The week before you are scheduled to acolyte for the first time, make sure you attend worship and watch the acolyte and their movements.