

Wedding Coordinator

All weddings will utilize the services of a wedding coordinator who will be assigned to your wedding at least three to four months in advance of your wedding day. The wedding coordinators are not personal assistants but representatives of LCWG and pastoral assistants. They can be of assistance to you by answering many questions regarding the wedding process. Their primary task is to assure that your wedding service flows as smoothly as possible. They will conduct the rehearsal, and be on site to assist the pastor and wedding party on your wedding day. The Wedding Coordinator will...

1. Assist in making your wedding meaningful and well organized.
2. Serve as a liaison between the church and the couple in all areas, such as custodial care, sound assistance, etc.
3. Schedule a meeting with the bride and groom to go over any questions approximately one month prior to the wedding.
4. Coordinate and direct the Wedding Rehearsal.
5. Be present on the Wedding Day for a total of 4 hours to coordinate all deliveries (i.e. flowers), direct attendants on when and where they need to be and to assist the bride and groom.
6. Collect any remaining fees at the rehearsal.