

# KidZone Greeter Team

## Expectations & Responsibilities

### Overview

The KidZone Greeting Team serves to receive all kids (birth - 6th grade) and those checking them in with genuine hospitality, kindness and the warmth of Christ's love.

### Team Leader Expectations

1. Provide a schedule for KidZone Greeter team volunteers at all Coral Hill Sunday morning and Wednesday evening services in a timely manner as requested by the Pastor of Administration.
  - a. Send reminders to your respective KidZone Greeter teams prior to the Sunday they are scheduled to serve
  - b. Provide any necessary training/orientation to your volunteers and actively seek additional people to serve throughout the course of the year

### Team Responsibilities

1. Welcome guests warmly with a smile, hand-shake, etc.
2. Serve as a gate keeper to the KidZone.
3. Help first time families register and check-in their child.
4. Help direct families to classrooms in the event they need assistance.
5. Work with Children's Ministry Coordinators to help resolve any check-in / check-out related issues.
6. Open KidZone doors in your assigned area during check-in/check-out and close them 10 minutes after classes begin. (refer to KidZone schedule mounted in your assigned area)
7. Please wear a 'KidZone Volunteer' lanyard so that you can be easily identified

### Frequently Asked Questions

#### 1. How will I know when I am scheduled?

There are at least 2 ways where you can check the volunteer schedule:

- a. On the church website - [www.coralhillbaptist.com/thisweek](http://www.coralhillbaptist.com/thisweek)
- b. On the church app

**2. What time am I expected to serve? to arrive?**

- a. Serving at the 9:00am Sunday service? Please arrive no later than 8:40am. You can leave at 9:10am.
- b. Serving at the 10:30am Sunday service? Please arrive no later than 10:10am. You can leave at 10:40am.
- c. Serving the 6:15pm Wednesday service? Please arrive no later than 6:00pm. You can leave at 6:25pm.

**3. Where are Greeters stationed?**

- a. Main Check-In Area (off Welcome Center)
- b. Elevator Room

**4. What if a child tries to access the KidZone without a parent/guardian?**

- a. Please have the child take a seat in the sitting area and either call/text their parent or have the coordinator reach out to their parent to come and complete the check-in process with their child.