

Welcome Center Greeter Team

Expectations & Responsibilities

Overview

The Greeting Team serves to receive all guests, attenders, and members of Coral Hill with genuine hospitality, kindness and the warmth of Christ's love.

Team Leader Expectations

1. Provide a schedule for Greeter team volunteers at all Coral Hill Sunday morning services in a timely manner as requested by the Pastor of Administration.
 - a. Send reminders to your respective 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. Encourage folks who you know are visiting to take a guest bag
3. Be prepared to direct visitors to specific parts of the campus they are looking for (work with Welcome Desk volunteers if needed)

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
- b. On the church app

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

- a. Serving at the 9:00 service? Please arrive at 8:30
- b. Serving at the 10:30 service? Please arrive arrive at 10:00

3. Where are Greeters stationed?

- a. Front door (2-4 Greeters)

4. Are there any other responsibilities/expectations I should be aware of?

- a. Children's sermon notes are available on the Welcome Desk
- b. Please wear a 'Volunteer'' lanyard so that you can be easily identified
- c. Please make sure that vestibule doors remain closed as you serve. Personally opening the doors for people is more relational and allows the Welcome Center temperature to remain balanced