

Greeter Coordinator

Our mission is to help as many people as possible become totally committed to Jesus Christ

Primary Description:

The Greeter/Connections Coordinator is responsible for coordinating the connections programs including: Welcome Home Greeter Ministry, Connection Center and Welcome Home Membership Class. The coordination includes the development of materials and inventory of group related supplies as well as recruitment, training, and encouragement of all Sunday volunteers. The coordinator also manages the Small Group resource library, Connection Center and Lobby promotional materials.

Status: Part Time (10-15 hours per week)

Lines of Accountability: Programming Coordinator

Ministry Responsibilities:

1. Connections

- Maintain list of connection opportunities; follow up on requests for more information and/or meetings with Connections Pastor; preparations for Membership class and follow up assistance.

2. Welcome Home Greeter and Host Team

- Recruit, train and maintain Sunday morning Greeter teams; schedule weekly Greeter shifts; encourage all volunteers and provide any support needed to assist them in serving.

3. Material Management

- Maintain Connection Center and Lobby promotional materials, by providing accurate ministry information, updated materials and sign up sheets in an organized, clean area.

Therefore, since we are receiving a kingdom that cannot be shaken, let us be thankful, and so serve God acceptably with reverence and awe!

(Hebrews 12:28)