

**Volunteer Role Description:**  
**SUNDAY GREETER, ONLINE**

**UUCPA Mission Statement:**

To transform ourselves, each other, and the world.

**Goals of this position:** To make newcomers to the Sunday service feel welcomed and give them a path to learning more about UUCPA.

**Time requirements (frequency, total time, etc.):** Once a month, 10:45 a.m.-12:30 p.m.

**Reports to:** Membership Engagement Coordinator (MEC)

**Responsibilities:** Arrive early at the online service. Before, during, and after the service, watch for unfamiliar names (the MEC can help identify those who are new) and reach out to them via private chat. Invite them to be in touch via chat or e-mail, and respond in a timely manner if they write. Stay for “coffee hour” post-service, engage with newcomers, introduce them to UUCPA members to ease their entry into conversation.

If unable to cover your Sunday, alert the other Sunday Greeters as early as possible and arrange for coverage.

**Knowledge, Skills, and Abilities:**

- Comfort with Zoom functions: using the chat privately and publicly, assigning people to breakout rooms, moving among breakout rooms.
- Warmth in written communications, interest in people.
- Timely follow-up to e-mails.
- Ability to look up information in Realm, UUCPA’s participant database.
- Commitment to welcoming all newcomers to UUCPA.

--or interest in acquiring the above skills.

**Benefits:** Connection with interesting, friendly people. The satisfaction of helping to bring the joys of belonging to UUCPA to inquirers, and to sustaining our congregation. Members of UUCPA often remember with great affection and gratitude the first members who reached out to them. You can be that person to somebody!

**If you are interested in this volunteer position, contact:** John Wright, Membership Engagement Coordinator, [johnwright@uucpa.org](mailto:johnwright@uucpa.org).