



Role:	Welcome Team
Line Management:	Minister
Time Commitment:	40 minutes
Planning:	NA

Description of Role:

- Standing at the front door welcoming people as they come in
- Please be there from 10am
- Making sure that every person who walks through is greeted with a smile, 'hello' or handshake
- Directing new people to places to sit, or where any facilities are
- Noting new people and showing them the refreshments and help them to settle
- Staying on the door until at least until the second song so that any late comers are welcomed
- Keeping an eye on the door for any really late comers
- Returning to the door during the last song to catch anyone who is leaving early

Expectations of the Church:

- To give you the relevant training and Safeguard Training
- Training and support in preparation
- To give as much notice of any changes that are needed