## Welcome Team

Sunday Mornings (Weekly, serving on rota basis)

## Church

We have 4 teams operating on a 1 week in 4 rota. Each is led by a Service Pastor. The on-duty team has responsibility for the worship space, the refreshments, and of providing a warm and appropriate "welcome" to all attending church that day.

## Volunteer Roles

**Service Pastor** Leads the team each week, ensuring enough team members will be present to cover all roles, and liaising with the Clergy/Ministers. Usually in church from 8.15am, and last one of team to leave. (A list of tasks is maintained for before, during and after services for their team)

**Refreshments** Set up and clean down of kitchen and refreshment areas. Making and serving hot and cold drinks. Tidy church.

**General Welcome** Greeting at the door, looking out for newcomers, showing people to their seats, making sure families know what they need to do for their children, maintain fire evacuation routes in church, being available to the Service Pastor, giving a "good goodbye" after the services. Tidy church.

All Volunteers will need to complete Safeguarding Training.

Service Pastors will need a DBS check.

Lead Contact nigel.cook@staugustinesipswich.org.uk