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Job Description:	<b>Welcome Desk Attendant/Greeter</b>
Ministry Team:	Deacons Hospitality Committee
Reports to:	Tamara Trzeciak, Deacons Hospitality Chair
Time Commitment:	1-1.5 hour/month on Sunday morning
Length of Commitment:	Negotiable

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**Purpose:**

To provide a warm welcome to visitors on Sunday mornings and to provide helpful information to them.

**Spiritual Gifts, Best Fit:**

Hospitality, Evangelism, Shepherding

**Responsibilities:**

- Staff a table at the Welcome Centers before and after worship in the Narthex or Miller Commons. Shifts are either 8:30-9:00 am and a few minutes after worship in the Narthex OR 10:15-11:15 am and a few minutes after worship in Miller Commons.
- Greet visitors, answer questions, provide information and ask for contact information for follow up. Provide feedback to pastors for follow-up.

**Qualifications:**

- Must be a follower of Jesus Christ and committed to love Him and His people.
- Friendly and outgoing personality
- Responsible and reliable
- Familiarity with names and faces of the general congregation is helpful but not mandatory

**Contact**

For questions or more information, please contact Tamara Trzeciak.