

# Greeter

## First Impressions Team

### Position Description:

The First Impressions Team exists to ensure that every person entering the building is greeted and that guests are offered assistance, as appropriate, so that everyone feels important and welcome and is able to find his or her desired destination easily.

The role of the greeter is to welcome everyone who comes into the building with a smile and pleasant acknowledgement.

### Position Details:

- Position Type: Volunteer
- May Be Filled By: Church Member
- Minimum Maturity Level: New, Growing Christian
- Spiritual Gifts: Any
- Best Personality Traits: Hospitable, not shy (or able to overcome shyness) - Sensitive to needs and feelings of others - Dependable
- Length of Service Commitment: 1 Year Minimum
- Anticipated Time Commitments: 1 hour per week serving (more during special events) & 1 hour per month training.

### Essential Duties & Responsibilities:

- Check the local weather forecast and come prepared to be outside for 30-45 minutes (i.e. wear cool clothes, heavy coat and scarf, rain gear, etc.) People believe you really care when you are out in the rain, snow or heat.
- Check in with the Team Leader to find out your post for the service/event (outside/inside and post).
- Open doors and offer assistance as needed (i.e. disabled, elderly).
- Deliberately seek out and greet people you do not recognize. Do not spend too much time talking to friends and allowing visitors to go unnoticed or unappreciated.

## **Skill and Experience:**

- Able to stand for periods of time