

## WLLC Greeters

**Purpose:** Greeters are the staple of our church's hospitality ministry. They are generally the first person people will see when arriving at our church. With that in mind, the greeter's job is to make everyone feel safe and welcome at West Linn Lutheran Church.

### Job Duties:

- Arrive 20-30 minutes early
- Be sure to wear your name tag. We will have one made for you. Please make one if you do not have yours.
- Greeters should greet people as they arrive before they enter the Sanctuary doors . This creates a personal and inviting presence as they approach the Sanctuary. Be sure to have everyone fill out a name tag.
- Greet everyone with a Smile and eye contact
- Show that you truly enjoy welcoming others to church and are grateful they are attending.
- A good way to greet new people is to Say, "I don't think I've met you, I'm (insert your name here) Welcome.
- If people are new, point them in the right direction, offer to show them where restrooms are and tell them about our Prayground area if necessary. Also, let them know that all readings and worship information are shown on the screen in the front of the Sanctuary.
- Please do not spend too much time with friends or regular attendees so you are available to greet Everyone as they arrive.

- Be available AFTER the worship service as people are leaving to assist in directing people to Sunday school classes, restrooms, coffee hour, etc.

- Keep in mind when you are scheduled to serve; if you are unable to attend on a Sunday, check the greeter list and call to find your replacement.

Thank you for volunteering to lead this important ministry of our church. You are greatly appreciated!