



Greeters

Greeting people falls into the “first impression” territory. Although greeting might seem a simple, straightforward activity, greeters may “make or break” a person’s visit to our church, whether a guest, a new member, or someone looking for a church home. In a way, greeters reflect our collective attitude of our congregation towards people. The greeter might be like the frontline person in another organization - perhaps the receptionist whose behaviour and attitude may color our impression of that organization. One often judges an organization on the merits of the frontline person/people. Hence, greeters need to make people feel welcome, especially guests.

- † **Arrive** at church at least 30 minutes prior to service as people arrive early.
- † **Smile and make eye contact** with people when shaking hands (if you are comfortable shaking hands) and greeting them.
- † **Direct visitors to the coat racks.**
- † **Inform guests of the location of the washrooms.**
- † **Ask guests** to write their names **on name tags and sign the guest book.**
(When you arrive, please find out where the blank tags, guest book and pens are located).
- † Assist guests with **name tags** when they arrive.
- † **Encourage** members to retrieve their name tags from their mail slots.
- † **It is important to remain at your designated area for approximately 5 minutes following the start of service to greet anyone arriving late.**
- † **Visit with the guests following the service.** Look around after the service for people you don’t recognize. Please approach them and make them feel welcome by finding out a bit more about them. Introduce them to others and invite them to return. When people are genuinely interested in us, we feel “cared about”.

Thank you for your willingness to serve our congregation in this meaningful way.