

Ministry Opportunities at St. John the Evangelist Church, Kitchener Greeters Team Member

At St. John's, our various ministries support our intention to be a faithful and thriving community.

Connecting individuals and ministries is an act of mutual discernment – you may wonder which ministry is the best fit for you at this time, and the community may recognize gifts in you and encourage you to share them as we seek to be a thriving community.

The community also has some expectations for ministries. Knowing these expectations can help you and the community discern which ministry makes sense for you at this time. Some ministries also have a trial time to assist further with this discernment.

How does this ministry contribute to living as a faithful and thriving community and your life of discipleship?

Jesus offered and received hospitality during his earthly life as he shared meals, his teachings, and his life with others.

Members of the Greeters' Team offer hospitality, on behalf of the St. John's community, to people who arrive at St. John's to share in the Eucharist, learn from Jesus' teachings, and share in the life of our community.

The biblical Greek word translated as hospitality in English literally means "lover of strangers". We ask that greeters especially watch out for newcomers and offer a welcome and information to help them feel at home.

What gifts and skills are helpful for this role?

- Welcoming and hospitable
- Well-organized, punctual and dependable
- Able to work as part of a team

What to expect:

The coordinator is available for training and support and welcomes your suggestions for how we can improve this ministry. During a service, other members of the team or the Duty Warden can assist with troubleshooting if issues arise.

Greeters welcome people to the 10 am Sunday morning worship service. We ask for a commitment of serving as a greeter at least once a month.

Greeters also offer hospitality at additional services, for example, during Advent, Lent, and Holy Week and you'll be asked to serve during some of those services too.

You'll be expected to arrive 30 minutes before the service begins and work as a team to:

- Determine who is taking on the duties of each position (see below)
- Put out courtesy parking sign on sidewalk at Duke St. Entrance and bring it in at the end of the service

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Greeter 1 Responsibilities (Water St. Narthex)

- collect clicker counter, assistive hearing devices, and basket for collecting used devices, from the cupboard in the meditation area
- put devices and collection basket on the narthex table
- make sure there are bulletins and inserts on the table; if not, ask Duty Warden for help
- greet people coming in Water St. doors, give them a bulletin, assist them to find assistive hearing devices and other amenities, as needed
- use the clicker to keep count of people entering through the Water St. doors
- at 10:05 am give numbers from clicker to Greeter 3 (or 2)
- remain in narthex until 10:10 am; if the duty warden is not available to watch the door during the service, remain in the narthex for the service
- after the service, clean used assistive hearing devices with Lysol wipes and return all supplies to the cupboard

Greeter 2 Responsibilities (Duke St. doors)

- be at doors to open them and greet people
- use clicker to count people already in church (e.g., organist, choir members, servers, priests, anyone in pews who arrived before you)
- use clicker to add people as they enter the Duke St. doors
- if a third greeter is not on duty, assume responsibilities of third greeter
- remain at doors until 10:15 am

Greeter 3 (Duke St. top of stairs)

- collect clicker counter, assistive hearing devices, and basket for collecting used devices, from the cupboard in the meditation area
- put devices and collection basket on the narthex table
- hand out bulletins and other materials
- at 10:05 am get number of worshippers from Greeter 1 and add to number from Greeter 2; put a sticky note with this number on the vestry book in the vestry
- after the service, clean used assistive hearing devices with Lysol wipes and return all supplies to the cupboard

Coordinator Responsibilities

- Provide orientation and training for new members, including expectations for length of initial commitment.
- Provide ongoing support for members, including checking in on their willingness and ability to continue in this role.
- Create a schedule and communicate it to members and the Parish Administrator.
- Ensure adequate supplies.
- provide training and support

Accountability:

Members are accountable to the Coordinator

The Coordinator is accountable to the Rector