

## Hospitality Team: New Here

Create an environment that gives people the best opportunity to grow in their relationship with Jesus Christ.



### Why join our team?

First time guests often decide whether they'll attend a second time within the first seven minutes of arriving. Long before a word is preached or a song is sung, guests have formed an opinion of our church. Hospitality team members help shape that first impression from the street to their seat, by offering guests a giant welcome, helpful information, and a fond farewell. Remember you re"present" God when you offer hospitality to our friends and guests.

### Your role as a "New Here" Desk Attendee

- Arrive 30 minutes prior to service start time for the hospitality prayer huddle
- Check in at volunteer desk by initialing next to your name and wear a nametag
- Be in position to serve 20 minutes prior to service
- As guests approach the desk, make eye contact and smile.
- Offer a genuine greeting "Good morning! Welcome to Trietsch!" etc.
- Give the guest a gift bag and ask them to fill out a "Tell us you're here" card
- Answer any questions and help the guests find seats, classrooms etc.
- Remain at the desk until 10 minutes after the service begins
- Following the service, return to the desk for 10 minutes to assist as guests leave.

### Expectations

- Serve, at minimum, once a month for 6 months
- Find your own replacement when needed, via approved contact list.
- Planning Center Services is our online scheduling and worship planning application. You will be responsible for responding to requests with a simple accept or decline.
- Be a member of Trietsch Memorial United Methodist Church

### Final Notes

- Please be cautious to not get caught up in conversation with friends or other greeters. We need you to be alert and watching for people who are new.
- Encourage others to move conversations to the side of the desk so that it remains approachable for guests
- Try and greet the guests you meet after the service to provide assistance and answer any questions.

When God's people  
are in need, be  
ready to help them.  
Always be eager to  
**PRACTICE HOSPITALITY.**  
ROMANS 12:13 NLT