

WELCOMING HOST DUTIES

- Wear your nametag.
- When the minister introduces you at the start of the service stand up and face the congregation.
- After the service, stand near the piano so visitors can find you.
- Invite visitors to sign the visitor's book in the Narthex, (make sure they know this is not a membership book). There are pamphlets of information on the table that they can take.
- Ask if they would like to join you for coffee hour. If so, introduce them to members of the Membership Team, Policy Board, any other church members and the minister, if possible.
- If they don't want to go to coffee hour, ask if they would like a tour of the church. Details for the church tour on a separate page.