

SHARED MINISTRY POSITION DESCRIPTION



Position

Welcome Center Staff

Connection to the mission of the congregation: *A family of Faith in Christ, called to proclaim the faith, grow in faith and live the faith.*

Purpose of Position

Share the opportunities available and provide hospitality to those new to the Faith community. Serve as a location for visitors to ask directions to locations throughout our facilities.

Responsibilities

Become familiar with Faith publications providing information about programs, their contact people, and meeting locations through review of materials offered at the Welcome Center.

Qualifications

Outgoing, extroverted personality

Enjoys meeting new people

Able to introduce/connect visitors/new comers to members or staff within Faith

Gifts Required

Service, Hospitality and perhaps Faith

Amount of Time Requirement when Ministry is Performed

< 1 hour/shift

Length of Commitment

Variable

Training Provided

Orientation given by Welcome Center Staff Coordinator

Responsible to

Welcome Center Staff Coordinator

Support Provided

Welcome Center Staff Coordinator

Last reviewed 1-08