

## Hospitality

### March 2022-February 2023

Revised December 20<sup>th</sup>, 2022

#### Leader:

**Accountable to:** Kitchen Teams, Internal Special Events, Outreach Special Events, Member Care team, Greeter coordinator.

#### Church Mission Statement:

To glorify God's name by leading people into a mature and fulfilling relationship with Jesus Christ.

#### Ministry Purpose Statement:

To promote positive community growth in the church by supporting and coordinating ministries who tend to both internal and external events, as well as the generally welcoming atmosphere of the Church on Sundays and throughout the week.

#### Goals/objectives:

1. Create welcoming atmosphere for anyone entering the church
2. Facilitate community engagement and interconnectedness on Sunday mornings
3. Communicate between specific ministry leaders to facilitate coordination of teams and events.
4. Provide administrative support to ministry leaders to which you're accountable.

#### Strategies:

1. Organizing and communicating with teams
2. Helping the greeters, kitchen and event coordinators build teams
3. Staying well connected with leadership (Deacons, elders, pastors), and other groups who utilize the church spaces throughout the week.

#### Implementation:

1. Becomes the main point of contact for facility rentals.
2. Becomes the main point of contact for Member Care requests.
3. Inform kitchen coordinator when there is a church event requiring food or drink service
4. Liaison between kitchen and board
5. Keep an up-to-date church event calendar and distribute that information to relevant ministry leaders.
6. Facilitate training and equipping greeter teams, keying on distinction between Ushers and Greeters.



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## Write up:

The hospitality ministry is at its core an administrative and care-based ministry. Its primary purpose is to be the first point of contact for incoming requests for events and gathering as well as a facilitator in both the decoration and greeter teams as they're pivotal to the initial sense each person has upon entering our facility. The ideal hospitality member is a keeper of the calendar, secretary to a number of ministries, and stricken by a deep care for the community, both within and outside of the church. The pouring out of this care and organizational gifting assists in the coordination of events and ultimately the sensation of welcoming and peace someone ought to experience upon entering the church. If you are administratively gifted and have a deep desire to see the body feel welcomed when they enter our place of worship, then you may find this ministry position deeply fulfilling. While originally envisioned as a solo position it could also be adapted to a team if all members are able to communicate very closely amongst themselves, ideally there will be one hospitality coordinator and each of the sub ministries leaders form the hospitality "team".



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