

**Position****Hospitality Table****Purpose of Position**

Share hospitality as people approach the Information Table. Particularly help people find their nametags and share distributed information about Chain of Lakes

**Responsibilities**

1. Arrive thirty minutes before the start of worship. Put your nametag on.
2. Verify the preprinted nametags are in alphabetical order and arranged neatly in the wall cabinet. Be sure to have blank nametags for visitors.
3. Greet each person and help person find name tag
4. Encourage visitors to fill out a name tag
5. Direct new visitors to the coat rack and/or sanctuary
6. Highlight special information on the table that is being displayed during the day
7. Enter worship when the Door Greeter is done
8. Help clean up fellowship hall after worship/fellowship.

**Qualifications**

1. Understanding of the Core Value of Hospitality as Chain of Lakes has defined it
2. Willingness to greet strangers

**Amount of Time Required**

Thirty five minutes before worship; ten minutes after worship

**When Ministry is Performed**

Before and after worship on Sunday morning

**Length of Commitment**

Maximum once a month. Option to stop.

**Responsible to**

Worship Team

**Support**

As requested

**Spiritual Gifts**

Hospitality  
Evangelism  
Helps (Serve)

**CURRENTLY** we are combining this position with those who also help as Ushers.