



Welcome Team

Mission Statement:

To share the love of Jesus with all who come into our church by warmly greeting them, so that all members and guests feel welcome at Emmanuel. Additionally, to ensure we gain an initial connection point to follow up with guests and help them get connected to our church.

Key Verses: Hebrews 13:1-2: "Let brotherly love continue. Do not forget to entertain strangers, for by so doing some have unwittingly entertained angels." (NKJV)

Note: The word "entertain" in this verse can be understood as hospitality and could be translated as "to show hospitality."

Specific Ministry Expectations/Responsibilities

1. Faithfulness to Assigned Time and Place of Service:

- Be at the Welcome Center and prepared at least **15 minutes before the service**.
- Notify the Welcome Team Director or Pastor if you cannot serve at your scheduled time and assist in finding a replacement if needed. Coverage for the Welcome Area is vital.
- Make necessary preparations, including ensuring the Welcome Area/Table is clean and organized. Most importantly, prepare through prayer.

2. Diligence in Distributing Welcome Packets and Connection Cards:

- Ensure each first-time guest (and any previous guests who did not receive one during their first visit) receives a welcome packet and connection card.
- Monitor supplies at the Welcome Table. Notify the Welcome Team Director or Pastor if supplies are running low.

3. Creating a Warm and Welcoming Environment:

- **Smile often.**
- Maintain **fresh breath.**
- Ensure your attire is **neat and orderly**. While there is no specific dress code, remember that guests form their first impressions of the church based on the greeters and Welcome Team. Avoid sloppy attire and adhere to the modesty requirements outlined in the general ministry guidelines.
- Wear a **name badge** or Welcome Team shirt if available or required, helping guests identify you as part of the team.
- Exhibit a **friendly demeanor** and allow **grace to abound** toward all.



4. Attendance at Welcome Team Meetings or Gatherings:

- Attend **quarterly meetings** (or as scheduled), as these are mandatory for maintaining unity of vision and practice.
- Make an effort to attend additional meetings or gatherings with adequate notice, including those organized by the Welcome Team Director or Pastor.

5. Commitment to Growth:

- Be diligent in watching or reading any training resources provided by leadership to enhance your skills as a Welcome Team member.

6. Participation in Church-Wide Functions:

- Attend major church-wide events, such as the Church Anniversary picnic or Lord's Supper, especially as part of the welcome/connection team. These occasions provide further opportunities to help guests feel welcome and get connected.

A Spiritual Aspect to the Welcome Team:

Being on the Welcome Team is about more than smiling and greeting people. There is a spiritual dimension that involves sensitivity to the Holy Spirit. Be prepared to:

- Discern when someone may need a word of encouragement or a listening ear.
- Offer support to those facing personal struggles or seeking spiritual guidance.
- Pray before, during, and after your service: for God's guidance, the people entering the church, and especially for first-time guests.

"Greeter" Acrostic:

This acrostic describes an effective greeter and applies equally to Welcome Team members:

- **G** = Grace-filled (not judgmental or critical)
- **R** = Rejoicing in Spirit (joyful heart and face)
- **E** = Encouraging (lifting others emotionally and spiritually)
- **E** = Enthusiastic (excited about Jesus and Emmanuel Baptist Church)
- **T** = Tactful (sensitive and skilled in interactions)
- **E** = Empathetic (compassionate toward others)
- **R** = Relational (enjoys being around people and building connections)