

Welcomers role description

Welcomers are those who have a natural 'pastoral gifting' in getting alongside and befriending people who come into our services. Many visitors are not sure of what is expected of them in the service and welcomers are there to reassure and to make them feel comfortable, answer any questions, gently guide them without overwhelming them.

The specific role of a Welcomer is to:

- If you are on duty please arrive in good time (ie at least 15 minutes before the service is due to start) to be organised and ready to greet other worshippers as they arrive.
- greet people as they enter the church building,
- be aware of and especially greet new people to the service,
- hand out service sheets and other information as necessary
- explain about Holy Communion if appropriate
- be prepared to spend time and talk to people, to ensure that they are ok.
- smile
- be sensitive to people
- encourage people to sign the visitors book and/or prayer book
- offer the church magazine, supplement,
- ask them to complete a welcome form and/or ask for contact details if appropriate, including email address for newsletter
- Be prepared to stay at the door or if seated at the back to leave their seats to greet and welcome latecomers to the service.