

# FIRST LUTHERAN CHURCH MINISTRY JOB DESCRIPTION

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**JOB NAME:** Greeter

**EVENT:** Greeting

**BASIC RESPONSIBILITIES / PURPOSE:** Greet members of the congregation as they come and go from worship. One (or couple) should stand in the Lower Commons to greet those coming in from the West side parking lot. Open doors to those entering the building with the handicapped door opener. One (or couple) should be in the Upper Commons greeting those coming in from the Lake Ave door. (either by the library or at the top of the stairs)

**SUPPLIES NEEDED:** A name tag and a SMILE. Name tags are located in the church office under the counter OR upstairs narthex in the tall cabinet next to the bulletin cart

**WHAT SKILLS ARE NEEDED TO DO THE TASK:** Your willingness to serve and a friendly, out-going personality

**WHAT TRAINING TRAINING IS OFFERED:** Upon request, if needed

**LENGTH OF SERVICE / DURATION OF PROJECT:** Worship service you agree to serve at

**WHO ARE THE KEY ORGANIZERS / LEADERSHIP / CONTACT PERSON:**  
Fern Brown, Judy Fewson, Gail Colby, Cheri Haderly

August 21, 2020