

## Welcome to the Coker Welcoming team!!

The primary responsibility for all Coker's Welcoming Team and greeters is to **practice exceptional hospitality**, treating everyone, but most especially visitors, as valued guests and future church family members.

Each week there will be one leader either **Lindsey Brady or Cathie Buxie**, their job will be to familiarize the volunteers about the location of facilities and important ministries and activities taking place on the Coker campus. They will also set out signs and have them available to hold.

### Greeter duties:

Arrive at least 30 minutes prior to the scheduled worship service or activity.

Retrieve hospitality team identification...

Grab a sign and go to the spot you signed up for...if joining last minute find Lindsey or Cathie and ask what spot needs covering.

**\*Extend a friendly welcome and greeting to all who arrive on campus.**

**"Are you new to Coker? Or new to me?"** If the person is unknown to you, introduce yourself and offer to provide directions/assistance. **Accompany your guests** to their destination(s); engage them in friendly conversation to **make them feel welcome and valued!**

\*Return to your greeter station only after you have introduced them as a visitor when they reach their destination. Introduce them to a pastor if possible.

***If possible...Ask the guest for their names & e-mail so they can be invited to a future Connecting at Coker Class***

### Online Greeter(s):

- Using your personal account, Sign in to Facebook, YouTube, and access the chat on Coker.org/Livestream.
- Write a note letting people know your name and that you are with Coker UMC and you are happy to see everyone there!
- On facebook, you can "Like" and welcome anyone who says they are attending.

- **Some commonly used comments are:**

- o “Welcome to worship with us today! I am \_\_\_\_\_ on the welcoming team here at Coker UMC- visit [Coker.org/Register](http://Coker.org/Register) to register your attendance and let us know you are worshipping with us today.”

- o During the offering: “For online giving, head to [Coker.org/Donate](http://Coker.org/Donate). If you have a prayer request today, you can leave those in the comments or head to [Coker.org/Pray](http://Coker.org/Pray)”

- o Quote scriptures, quote the songs, quote the sermon, say “Amen,” etc. Keep interactions going so people feel like they are in worship even when they are online.

- o At the end of the service, invite people to join us next week for worship or to visit [Coker.org/Events](http://Coker.org/Events) to see upcoming happenings.