

MINISTRY DESCRIPTION FOR HOSPITALITY & WELCOMING MINISTRIES

Hospitality-welcoming the friend and the stranger-is one of the most important ways we imitate Christ and live out our faith. It is our duty and calling as Christians to welcome all into our space to worship.

The door of the church is a symbol of our baptism, which is our entry into Christian life. Greeters/ushers welcome the followers of Christ at the door. Matthew 7:7 states: “Ask and it will be given to you, search and you will find; knock and the door will be opened for you. For everyone who asks receives, and everyone who searches finds, and for everyone who knocks, the door will be opened.” Ministers of hospitality are graced with the opportunity to extend Christ’s love in this way to both friend and stranger.

The Greeter and Usher Ministry at St. John the Baptist is a liturgical ministry. This means as a Greeter and Usher your service is as vital as that of the Eucharistic Ministers, Lectors, Altar Servers or musicians to the enrichment of the liturgical experience. Your welcome sets the tone for each person’s experience of the Liturgy. It is our goal to have one person at each outside door to the church at every Liturgy and one or two people at the end of the hall past the Fireplace Room. This is really “easy-on-your-time” and yet an important service to the church, the parishioners and visitors. A warm welcome can mean a lot to someone who is looking for a church to belong to or to a long time parishioner who just needs a smile to get their day going. Ministers can include any person or family who desires to be that welcoming person at the doors of the Church before Mass.

HOSPITALITY/GREETER MINISTERS

Our mission in these Ministries is to encourage and enrich the lives of each person entering the doors of St. John the Baptist parish by welcoming and supporting them in a positive, friendly and spiritual manner.

Our purpose is “to be the presence of Christ” to the gathering community. You may be the first friendly face a stranger sees. In some cases the greeter or usher at the church door may be the person’s first human encounter of the day. The primary ministry of greeters and ushers is to help people feel welcome as they gather for Liturgy. An open door and warm smile of the greeter/usher helps to set the tone for the Eucharistic celebration, offering hospitality in the name of the Lord. Greeters and ushers are those who, almost without trying, can put others at ease and convey the message that all those who enter the doors at St. John the Baptist Church are welcome!

SERVICES RENDERED BY ALL GREETERS/USHERS ARE:

- Welcome each person entering for worship at St. John’s in a friendly, spiritual manner
- Provide assistance, information and direction to church facilities and services. If you can’t answer their question, find a staff member to help or take down their name/number and we will get back to them.

- All ages are welcome to participate as greeters. Children K-6 must be accompanied by a parent. Service hours are available for High School students.
- First Aid kit is available in the Sunday office.
- There is a phone in the Sunday office-to get an outside line, dial '8' + ph number.
- An Emergency Defibrillator is located on the wall next to the kitchen, by the family room.

PRACTICE AND PROCEDURES FOR THE GREETER

- If you cannot attend your scheduled Mass, it is important that YOU find a replacement. Rosters are provided with the schedule that you receive. Note: if a whole family is unable to attend, we will need the same number of replacements.
 - Arrive **30 minutes before** Mass begins
 - Report to the usher's room and get your name badge (right hand drawer-please keep in alphabetical order).
 - Say a prayer before you start, asking the Holy Spirit to guide you this day.
 - **GREET and SMILE!!** Be first to say "hello." It is your ministry to make all feel welcomed.
 - Greet ALL ages. Everyone likes to be acknowledged.
 - Be friendly. Be yourself. Make eye contact. You are actively evangelizing!
 - Please be aware of any one that may have special needs. Offer them the front rows that are reserved for those with special needs, if they wish. And point out the areas available for wheel chairs. Extra wheel chairs are available in the narthex.
 - Be sure to put your name badge back in the drawer in the usher room.
 - During summer masses, please do not prop doors open. This plays havoc on the air conditioning system. Thank you!
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Sample:

MISSION:

As a Community within the Body of Christ, all members of St. John the Baptist Parish are charged with having an open and welcoming heart to each other as well as to visitors and strangers who honor us with their presence. As a Welcoming Committee, our purpose is "to be the presence of Christ" to the gathering community. We will strive, with the help of the Holy Spirit, to continually search for actionable means to express inviting ways for all to feel welcome. The Welcome Committee will also continue to work with other internal parish ministries as it serves to reinforce a mission of welcoming all to the table of plenty.