

Role: Welcome Team

DBS	
Safeguarding: Basic	Yes
Safeguarding: Foundations	
Local / Leadership Pathway	
Domestic Abuse Awareness	
Safer Recruitment	
Lone Working	
Food Hygiene	
Reports to:	Churchwarden/Vicar
Date:	11 December 2024 (version 11.4)

Role Description:

To assist the Church Wardens and sides people in welcoming people to church and before, during and after the service

Person Specification:

To be a person of integrity, who serves in a gracious, kind and compassionate manner

Role Requirements:

- To attend and to have a good understanding of services of worship
- To attend on dates as per the rota, or swap duties if necessary
- To be present approximately 20 minutes before the start and/or at the end of the service, and undertake tasks as required before/after/during the service
- See separate list of tasks for St Alban's/St Mary's, but may include - being on the rota for the laptop/digital projector; helping with the sound system, assisting with setting up, during or after the church service, reading the bible passages or leading prayers, or any other tasks as required on the day.
- For those who are welcoming/greeting, to give a warm welcome to everyone and be aware of the needs of all who arrive, especially newcomers
- To read and adhere to all aspects of the Safeguarding Policy, Risk Assessments and Health and Safety Policy