



Valet Ministry Volunteer Role Description

Creating a seamless and welcoming parking experience

Ministry Overview

The **Valet Ministry** ensures that guests, especially those with mobility challenges, receive assistance as they arrive at **First Christian Church**. This team parks and retrieves vehicles for those who need support, including setting up walkers and wheelchairs when necessary.

This ministry is open to **both men and women** between the ages of **21-75** who have a **valid driver's license and a clean driving record**. The same valet volunteer serves for **both services on a given Sunday** to ensure smooth logistics.

Volunteers serve **before and after both Sunday morning services**. We are so grateful for your heart to serve in this ministry!

Qualifications

- Must be between **21-75 years old**
- Valid driver's license with a clean driving record
- Ability to safely park and retrieve vehicles
- Friendly, welcoming attitude and ability to assist guests with mobility needs
- Willingness to stand for extended periods and serve in all weather conditions
- Punctual and reliable

Responsibilities

- Arrive **40 minutes before the first service** to assist early arrivals with mobility devices (walkers/wheelchairs)
- Provide valet parking and retrieval services for guests who require assistance

- Ensure vehicles are parked safely and efficiently
- Greet guests warmly and “**greet and point**” them toward the **Welcome Center**
- Offer to escort guests to their destination if needed
- Serve **both services on the same Sunday** for consistency

Expectations

- **Arrive on Time** – 40 minutes before first service
- **Dress Appropriately** – Wear comfortable and professional attire suitable for outdoor service
- **Stay Engaged** – Be proactive in assisting guests and ensuring a smooth parking experience
- **Practice Safety** – Handle all vehicles with extreme care
- **Commit to a Schedule** – Serve consistently to ensure coverage

Contact for Valet Ministry: Calvin ([Insert Contact Info])

 *Thank you for serving in this vital ministry and making FCC a welcoming place for all!*



Greeters Ministry Volunteer Role Description

Welcoming guests with a warm smile and helpful spirit

Ministry Overview

The **Greeters Ministry** ensures that everyone who enters **First Christian Church** is met with a friendly face and a warm welcome. This team is responsible for making first-time guests and returning attendees feel at home by **greeting, directing, and assisting** them.

- The **Exterior Greeters** serve **both services** on Sunday.
- The **Interior Communion Greeters** serve on a rotation, switching between services.

Qualifications

- Friendly and welcoming demeanor
- Ability to stand for extended periods
- Willingness to guide guests to the **Welcome Center** or other locations
- Punctual and committed to serving

Responsibilities

Exterior Greeters (Outside Doors) – Serve Both Services

- Arrive **at 8:45 AM** to begin welcoming early arrivals
- Greet guests at the exterior doors with a **warm smile** and **friendly welcome**
- **Greet and point** guests toward the **Welcome Center**
- Offer to **escort** guests who need assistance finding their way
- Stay at your post throughout the arrival period

Interior Communion Greeters (Lobby) – Rotate Between Services

- Arrive **at 8:45 AM** for first service or at an appropriate time for second service
- Hand out **bulletins, communion elements, and other materials**
- Greet attendees as they enter the auditorium
- Be available after service to answer questions or provide direction

Expectations

- **Arrive on Time – 8:45 AM for all greeters**
- **Dress Appropriately** – Wear neat, comfortable clothing and a name tag
- **Stay Engaged** – Be attentive, welcoming, and ready to assist
- **Commit to a Schedule** – Serve on a consistent rotation

Contact for Exterior Greeters: Calvin ([Insert Contact Info])

Contact for Interior Communion Greeters: Debbie ([Insert Contact Info])

 *Thank you for serving and making every person feel welcome!*



Ushers Ministry Volunteer Role Description

Helping guests find a place to worship comfortably

Ministry Overview

The **Usher Ministry** helps **guests find seating** in the auditorium, especially for the **first service**, which can become crowded. This ministry plays a crucial role in **making visitors feel comfortable** by guiding them to open seats and reducing any awkwardness or uncertainty.

- The **Usher** serves **only at the beginning of the first service** and focuses on assisting late arrivals.

Qualifications

- Observant and proactive in spotting open seats
- Friendly and able to approach guests in a helpful, non-intrusive manner
- Comfortable standing for a short period before the service starts

Responsibilities

- Arrive **before the first service begins** to monitor available seating
- Identify guests arriving late and assist them in finding open seats
- Politely **point out, suggest, or escort** guests to available seating
- Help ensure **no one feels uncomfortable** searching for a seat alone
- Assist with any special seating needs (families, disabilities, etc.)

Expectations

- **Arrive Early** – Be in place before first service starts
- **Dress Appropriately** – Wear neat, comfortable clothing and a name tag
- **Stay Engaged** – Watch for late arrivals and be ready to assist
- **Commit to a Schedule** – Serve consistently to help with seating flow

Contact for Ushers Ministry: Debbie ([Insert Contact Info])

👉 *Thank you for serving and ensuring every guest finds a welcoming place to worship!*

Final Thoughts

These **three ministries** work **together** to create a warm and inviting atmosphere at **First Christian Church**. Whether you are **parking cars, greeting guests, or helping with seating, you are making a difference** in the lives of those who walk through our doors.

If you have any **questions or need assistance**, please reach out to the **appropriate ministry contact** listed above.

👉 *Thank you for being a vital part of this ministry and for helping to make FCC a place where everyone feels at home!*