



Tables and Chairs Ministry Volunteer Role

Overview:

We are so excited that you are joining our team! We know you are generously giving up your time to love on, serve, and support our church family. We deeply appreciate your willingness to help create an inviting and organized environment for our services and events. Please review the details below so you know what to expect when you serve.

Qualifications

1. Physical Capability

- Able to lift, move, and stack chairs and tables (moderate lifting required).

2. Dependable and Punctual

- Arrives on time for scheduled set-up and tear-down duties. Consistently communicates availability and potential schedule changes with ministry leaders.

3. Attention to Detail

- Understands room layouts and follows instructions accurately when arranging tables and chairs.

4. Team Player

- Works well with others and is eager to collaborate on set-up tasks. Exhibits a servant's heart, ready to pitch in wherever needed.

Responsibilities

1. Set-Up

- Arrive before scheduled services or events to set up chairs in the auditorium according to the room layout or arrange tables in designated areas for events (e.g., fellowship gatherings, classes, special meetings).

- Ensure all rows, aisles, and walkways meet required spacing for both comfort and safety.

2. **Tear-Down**

- Stay after services or event to ensure the room is set up correctly for next scheduled ministry use.

3. **Organization & Storage**

- Ensure tables and chairs are stored safely in designated areas. Report any damage or malfunction to ministry leads.
- Return items to their appropriate storage areas in a clean, orderly manner. Maintain a tidy storage room and help manage inventory when asked.

Expectations

1. **Serve with a Positive Attitude** - Display joy and enthusiasm as you serve.

2. **Consistency and Commitment**

- Give advance notice if you are unable to serve on your assigned day.

3. **Follow Safety Guidelines**

- Use proper lifting techniques and request assistance with heavy items.
- Keep pathways clear and abide by any additional church safety procedures.

4. **Focus on Excellence**

- Strive to create an environment that is neat, organized, and welcoming to everyone who enters our church. Pay attention to room layouts, and overall presentation to ensure a professional appearance.

Thank you for your willingness to serve on the Tables and Chairs Ministry!

Your role is vital in creating a comfortable and functional space for worship services and special events. We appreciate your time, energy, and dedication to helping our church family gather in a way that honors God and blesses our community. If you have any questions or concerns, please reach out to your ministry leader. We look forward to serving alongside you!