

Christ Evangelical Lutheran Church Guidelines for Greeters

You have been asked to serve as a Greeter. If the presiding minister and assisting ministers lead the liturgy from the front, you help make it happen from the entrance to the church. This means that you will be serving as a special minister at CELC in several ways. First, you are the minister of hospitality. You will be among the first official representative of CELC that people meet upon arrival for the worship service. In that sense, you are the first proclaimer of the Word of God and you are God's household servants. Your task is to insure that nothing interferes with the subsequent encounter between God and those who are worshipping. Secondly, you are doing evangelism ministry of the church. How you do your tasks, how you deal with people, how you conduct yourself, your appearance, your sense of reverence and your ability to convey hospitality – all of these have a great influence on the way people react to the church and to the mission of the church.

Tasks Before the Liturgy:

- Arrive 20 to 30 minutes before the service, neatly dressed, in a good frame of mind and wearing a smile. Make sure you put on the Greeter nametag which you will find in the offertory table just inside the door. Spot check the outside area of the church to make sure everything is clean and tidy. Oftentimes the wind or other of nature's forces may have left some debris near the entrance.
- Insure that the Greeter tables are placed outside the entrance way. Since there are different educational materials, sign up sheets, children's' items, blank name tags for visitors, etc at different times throughout the year, simply make sure the tables are out and are in neat order.
- Even though every member of the congregation is by definition a greeter, your responsibility is to insure that everyone who enters the house of worship feels welcome. You should be especially alert to first time visitors and insure that they have a name tag. If it is possible, you should introduce first time visitors to others who may be coming in around the same time. Of course, you should be attuned to the visitors' comfort level. While all are welcomed, some guests prefer not to be the object of too much attention or fuss and indeed may be repelled by it. If you sense that such is the case, simply offer to be of further help if needed and leave it at that.

Tasks During the Liturgy:

- Unless the Ushers need some help, you may join the congregation during the worship service. There is no need to remain outside as a greeter once the service begins.

Tasks After the Liturgy

- Following the service you might be especially alert to the presence of visitors and make sure you seek out those who are visiting, chat informally with them and introduce them to others in the area. Make sure they are aware of the coffee fellowship after the service. If they haven't met the pastor, make sure they get the chance. As stated earlier, stay attuned to the visitors' comfort level. It goes without saying that every visitor should leave the church knowing and feeling that their presence was valued.

As Greeters, here is something to think about. It was written by Karen Converse, a freelance writer and member of St. Mark Lutheran Church in Storm Lake, Iowa. It came from the publication, Christ in Our Home.

Every Sunday, I walk into church and nod "good morning" to those I meet. Though I know most of my fellow worshipers by name, there are times I can't put a name to the face I so clearly recognize. If I continue walking, my thoughts are focused on how I know the individual. But an exciting thing happens when I stop and talk; we discover that we have something or someone in common, and we establish a relationship.

The Bible reminds us that God knows each of us by name and says, "You're worth it. I want to know you, and I want you to know me." The Almighty sent Jesus to show us our connection to and to secure our relationship with God, and to teach us how to respond.

So turn that good-morning nod into conversation. Let that conversation develop into a relationship, and watch what happens! So, as Greeters, reach out to others just as God sent Jesus to reach out to us!

He was in the world, and the world came into being through him; yet the world did not know him. (John 1:10)

Thank you for your willingness to help with this important ministry. If you find that you are unable to fulfill duties due to absence or illness, please call the church office at 932-2394.