

CITY ON A HILL

Hospitality Teams (Catering, Stewarding & Welcome) role profile

Introduction to the Hospitality Teams (Catering, Stewarding & Welcome)

We love to be together as our Community for our regular Gatherings. To help facilitate the Gatherings we have a variety of Teams that work together to create a space for people to meet with God and to build relationship with one another.

The Catering, Stewarding & Welcome Teams do this by creating a comfortable environment for guests by offering a sincere greeting and acknowledging each guest as they enter the building to make them feel welcome and safe.

What are the key responsibilities of the Hospitality Teams (Catering, Stewarding & Welcome)?

- Greet each guest enthusiastically as they arrive, welcome the guests to their chairs, and to give a warm goodbye at the end of the service
- Be visible and approachable, especially for first time visitors
- Assign each team member with a particular area and communicate any details that are specific to the gathering
- Help with set up and clearing up of venue including use of resources and cleaning materials provided
- Keep the venue tidy and presentable (Including kitchen area, meeting hall, toilets etc)
- Help with distribution of items such as communion cups
- Address any interruptions during the Gathering and identify and report suspicious behaviour