

BRIDGE CITY CHURCH JOB DESCRIPTION

Job Title: **Welcome Team Member**
Department: Administration
Approved by: Welcome Team Coordinator

ROLE

The Welcome Team Member serves as hosts by welcoming people, connecting visitors to the Next Steps Team, and connecting those with children to the Bridge City Kid's team

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People arriving feel welcome and comfortable. Guests are successfully connected to Next Steps and Bridge City Kids, as appropriate.

RESPONSIBILITIES

- Submit to the vision and direction of the Welcome Team Coordinator, Campus Administrator, and Campus Pastor
- Serves as a host, looking to connect guests to the Next Steps Team, Connection Point, or Bridge City Kids at Sunday worship experiences and special events
- Ensures that all entrance ways and hallways are safe, neat, and presentable
- Always thinking of ways to present the campus and BCC better
- Communicate supply needs to the Welcome Team Coordinator
- Attend team quarterly meetings

REQUIREMENTS

- Is a dedicated member of Bridge City Church who gives generously and consistently
- Has an active and growing relationship with Jesus Christ
- Actively involved and supports the vision and direction of the church, participating in church events, special events, ministry opportunities, missions, and moving self and others to discipleship and growth
- Excellent people skills
- Passion for serving
- Excellent follow-through skills

REPORTS TO

Welcome Team Coordinator