

Worship Guide

MINISTRY TEAM ORIENTATION

The Worship Guide Team supports the ministry of the Word as a part of the Assimilation Ministries Team (Acts 6:1-7). Worship Guide Team Members serve to provide a warm welcome for guests and members while handing out the weekly Worship Guide and providing complimentary Bibles and pens on request. This team serves at the entrance to the Worship Room.

Serving effectively as a member of the Worship Guide Greeter Team requires knowledge of the following:

Team Schedule

Team Members serve for forty-five minutes (8:30 a.m.-9:15 a.m., 10:30 a.m.-11:15 a.m. or 5:30 p.m.-6:15 p.m.). They are asked to serve a minimum of two Sundays per month. In the event that a team member cannot serve on their scheduled week, they are to contact other team members to find a substitute. In the event that they cannot find a substitute, they should contact Judy Dobyns, Team Leader, at (205) 979-0992, cndobyns@bellsouth.net or Bob Hall, Team Leader, at (205) 706-7507, rbhall813@aol.com.

Identification

Team members are requested to wear their nametags every time they serve. Nametags are located in the Coat Room. If a new nametag is needed, one may be requested at the Connection Central Desk or by contacting Susie Farley, Ministry Assistant for Biblical Training/Membership, (205) 313-7782, sfarley@brookhills.org.

People Skills

The most significant role for this team is the ability to be gracious and welcoming to guests. Facial expressions, posture, and gestures are important because 80% of communication is non-verbal. Make eye contact, be the first to speak, and smile while handing out the Worship Guides.

Opening the Worship Room

The Worship Room doors open approximately 20 minutes prior to the beginning of Worship Gathering. This team is responsible for coordinating with the Worship Team's Program Director before the doors may be opened. Before the 9:00 a.m. and 6:00 p.m. Worship Gatherings, the Usher Team will serve as a liaison to communicate between the Program Director and the Worship Guide Team as to when the doors may be opened.

Campus Map

Team members are asked to review the campus map and become familiar with the various locations around the campus in case they are asked for directions.

Child Check-In

Team members need to be familiar with the following check-in locations:

- All first-time guests at Welcome Central regardless of age
- Preschool on first floor (birth - kindergarten)
- Children on third floor (grade 1 - grade 5)
- Students down the hill (grade 6 - grade 12)

AED (Automated External Defibrillator) Locations

Team Members may be asked to locate an AED in the event of an emergency. The AEDs are in the following locations:

- Connection Central
- Second floor reception desk
- Student Center

Team members are welcome to contact the Assimilation Ministry Staff for any questions or needs:

Debby Bowers, Assimilation Minister, dbowers@brookhills.org, (205) 313-7795 office, or (205) 936-2129 cell.

Susie Farley, Ministry Assistant for Biblical Training/Membership, (205) 313-7782, sfarley@brookhills.org.