

FIRST IMPRESSION MINISTRY PROCEDURE

Parking Lot Entrance: Volunteer will greet incoming vehicles and answer any questions that the vehicle occupants might have. Typically, first time visitors may have questions. If visitors need to be escorted to a parking space please call on walkie to the Parking Lot Side Walk & Parking Lot Drop Off Volunteers. If someone needs a ride please call to the Welcome Wagon Volunteer. This volunteer has an opportunity to make the very first impression on behalf of Crosslink Church and unto Christ. The welcoming environment begins here. 8:30 a.m. Worship Volunteers need to be in place with vest and walkie talkie by 8:15 a.m. 10:50 a.m. Worship Volunteers need to be in place with vest and walkie talkie by 10:30 a.m.

Parking Lot Side Walk: This volunteer will assist the Entrance Volunteer in escorting vehicles to open parking spaces along with answering any questions the vehicle occupants may have. Please provide umbrellas as needed (these are found inside the glass entrance doors). 8:30 a.m. Worship Volunteers need to be in place with vest and walkie talkie by 8:15 a.m. 10:50 a.m. Worship Volunteers need to be in place with vest and walkie talkie by 10:30 a.m.

Parking Lot Drop Off: This volunteer creates opportunities to open doors for automobiles pulling through and dropping off guests. 8:30 a.m. Worship Volunteers need to be in place with vest and walkie talkie by 8:15 a.m. 10:50 a.m. Worship Volunteers need to be in place with vest and walkie talkie by 10:30 a.m.

Glass Entry Doors 1 & 2: Volunteers will greet incoming members and visitors with heart felt warmth, genuine smiles and a hand shake. 8:30 a.m. Worship Volunteers need to be in place by 8:15 a.m. 10:50 a.m. Worship Volunteers need to be in place by 10:30 a.m.

Welcome Center: This volunteer will give information and directions when needed concerning restrooms, nursery, Sunday school classes, etc. Volunteer needs to remind the Ushers of their positions and timing in service for offering(s). He/She will hand out lanyard/name tags, walkie talkies and vests. They will hang and remove the Welcome/Sanctuary signs on Sanctuary doors. Please collect Sunday School Roll books and place in wire organizer crate. Make sure bulletins are handed to your Sanctuary Door Greeters. Please stay at Welcome Center during worship service to greet all guests who may arrive during the worship service or leave early. 8:30 a.m. Worship Volunteers need to be in place by 8:15 a.m. 10:50 a.m. Worship Volunteers need to be in place by 10:30 a.m.

Sanctuary Doors 1 & 2: These volunteers need to keep Sanctuary doors closed with an expectant attitude of great worship until 8:25 a.m. for first worship and 10:45 a.m. for second worship. Once doors are opened he/she will need to hand each guest a bulletin with a sincere welcome. Once worship service begins please observe guests who are exiting and entering these doors and be diligent in opening and closing the door for each guest. This will help alleviate the interrupting sound of the doors banging. It will also help with Crosslink's sound system.

Foyer: These volunteers will be purpose driven in greeting and welcoming each guest. With warm smiles, handshakes, and honest kindness each guest needs to be acknowledged by a foyer volunteer. Please be mindful and prayerful about creating a culture of hospitality for God's guests.