

Greeter Program

Greeters:

- Arrive at least 15 minutes early
- Make sure the walkway is unobstructed and cleaned up
- Ask a member in the gathering space if they will be willing to be introduced to visitors so you can focus on greeting
- Familiarize yourself with what's happening that day—the sign to the left of the hallway door
- Familiarize yourself with when children go to Sunday School
- Greet everyone entering the door, 'old timers' and newcomers

- **Ask visitors to sign the guest book (check it later to remind yourself of their names)**

- **Give visitors a red bag (in the top desk drawer by Alice's office)**
- Invite them to bring their children to church OR take them to the nursery or class

Tell people with children that their children are welcome to receive communion if the adults are comfortable

Show people with small children the bride's room where they could sit with a child and still hear the service

- If you get the chance to talk with visitors before the service invite them to sit with you
Invite them to take communion with the congregation
- Try to find them at the Peace and offer "the peace of the Lord" and a smile
- Leave after the blessing before the final hymn to catch visitors, thank them for visiting, answer questions if you can, encourage them to call the office with any questions
- Greet them every week they come to church
Eventually they will become members, but they will always remember your greeting and that you remembered them the next time they visited.

- If you forget their name, you can say, "I know we met, would you tell me your name again?" and re-introduce yourself.

Approach:

- Let them set the depth & length of the interaction
- People want to be welcomed, not pushed
- Be sensitive to introvert/extrovert issues
- Be sensitive to discomfort with being in church
- Invite them to take communion with the congregation
- Walk them to the guest book

Interaction Ideas:

- Invite baby, children into service
- Nursery, bride room are OPTIONS for the parents
- Find out their interests

- Assure people that the congregation is open (ideas, participation, ...)
- Invite them to the snack & coffee time after the 10:30
- After the 8 o'clock service Invite them to breakfast (if you're going) or to the adult forum
- Invite them to the dinner outing after the 5 o'clock service

Connections:

- Make a one-to-one connection
- Invite them to sit with you
- Introduce them to the clergy
- Introduce them to a person or family with whom they have something in common
- Personally invite them to parish events. Offer to meet them at the event so they don't have to enter a room of strangers

Help the Parish Office

Send an e-mail to the Parish Office, sttim@saint-tims.org, and give them details about visitors, new ones and ones who returned. They keep records of visitors, how many times they visit, their families, any contacts made with them, and the like. This information really helps them track visitors.