

JOB PROFILE

Position: Welcome Lounge Team Leader

Purpose: To lead the Welcome Lounge team members to make a meaningful connection with people visiting the church so as to encourage them and gather their information, getting them started on the discipleship journey.

Hours

Ministry/Location: Hills Campus

Skills to be demonstrated in this role will include: Able to train Team members in people skills, and Data Collection

Accountabilities

Key Result Area	Key Tasks	Performance Indicators
Leadership Vision Night	<ul style="list-style-type: none"> Attend LVN 	<ul style="list-style-type: none"> That you have attended
LVN prayer meeting	<ul style="list-style-type: none"> Attend LVN Prayer meeting 	<ul style="list-style-type: none"> That you have attended
Lead a Connect Group	<ul style="list-style-type: none"> Lead a connect group 	<ul style="list-style-type: none"> That you are leading a connect group
8:00am Prayer Meeting	<ul style="list-style-type: none"> Attendance Bring spirit of faith and expectation 	<ul style="list-style-type: none"> That you have attended
Connecting with team (straight after 8am prayer meeting)	<ul style="list-style-type: none"> Meet with team members to reinforce the vision set in the prayer meeting. Go over the vision and purpose of the team Assign Team members to specific areas of auditorium Call and email team members during the week 	<ul style="list-style-type: none"> Team members are up to date and engaged in the morning with passion and purpose That team members are covering all areas of the auditorium
Welcome and train new volunteers	<ul style="list-style-type: none"> Meet with new volunteers and explain what the purpose of the team is and their role within the team 	<ul style="list-style-type: none"> That new team members are engaged in the team
Make sure team is connecting with visitors	<ul style="list-style-type: none"> Ensure team is working effectively before and after the service 	<ul style="list-style-type: none"> Team is effectively connecting with the new people before and after the service
Collect all Information Cards	<ul style="list-style-type: none"> Collect Info cards and make sure cards are completed and then hand them in to NPN 9am oversight (Julie Boesel) 	<ul style="list-style-type: none"> That cards have been handed in