



*Guarding the Presence*

The Hospitality Ministry are the gatekeepers and the porters, valuing and securing the treasures of God before, during, and after worship services.

#### Eight Areas of Hospitality

1. Greeters
2. Ushers
3. Worship Host
4. Parking/Security
5. Transportation
6. Decoration
7. Facilities
8. Pastor's Aide

#### Greeters and Ushers

Greeters and Ushers are like the fruit of the Spirit. The Bible tells us:

“But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control; against such things there is no law.” Galatians 5:22 – 23

Greeters and ushers serve visitors, guests, and church family alike, helping each person to find a place that meets their needs, offering a program, a friendly hug, and a warm welcome, but most importantly, guarding the presence of God in service by keeping order and exemplifying the fruit of the Spirit to everyone that enters the doors.

#### **An excellent Greeter / Usher is:**

“**The Church**”: When people walk into a church for the first time the individual that greets them is, to them, the church. The opinions they are forming of the particular individual who is helping them are the opinions they are forming of the church.

“**A Servant**”: We put ourselves in the position of an attendee. Instead of putting others in their place we put ourselves in their place.

“**A Watchman**”: We watch over the church like a mother hen. We anticipate problems as they come up. We watch for disturbances and quiet them in the quickest most diplomatic way possible.

“**Salt**”: Silent, inconspicuous and sometimes completely unnoticed, but is there in a powerful and useful way.

“**City on a Hill**”: Landmarks to churchgoers who learn to depend upon them

“**Lamp on a Stand**”: Brings warmth and welcome to all.

- Code of Conduct- Hospitality Ministry will be familiar with the Code of Conduct Manual.
- Uniforms – Hospitality Ministry will have a uniformed look using CIHOW colors. \*Uniforms will be chosen by leadership.
- **Meetings** – will be held to train, pray, fellowship, complete PDI and workshops and other necessary requirements required by the leadership at least once a week.

**Worship Hosts are ushers who assist in service protocol during worship service.**

Parking and Security are the first “faces” at CIHOW. In addition to being the "first face" of the church that people see as they pull into our lots, Parking Attendants are a huge blessing to the church in making entry and exit as quick and smooth as possible, allowing those who attend to get quickly into a service and begin worship and also helping to clear the lots.

Parking Teams will serve on a rotational basis and will be headed by a Team Captain that establishes and oversees the team rotation, communicates with their team regarding changes and updates, and is charged with maintaining the quality of the team's work.

**The CIHOW Transportation Ministry is committed to supporting and sponsoring the transportation needs that minister to “the least, the lost, and the last” of our community, city, and world. We are motivated not out of a sense of duty, but a love for God.**

Attractive decoration is irresistibly appealing to the human eye. When displays are exhibited in excellent, graceful fashion, they stir deep feelings of admiration. The impression made by such presentations are unforgettable and help to usher in the presence of God.

The objective of our facilities ministry is to keep all the physical aspects of our church complex in good condition so that our members and guests will have an attractive and comfortable place in which to worship.

**PASTOR’S AIDE**

The Pastors Aide Ministry is in position to assist the pastor within the ministry, to serve as caretakers of the Pastor through contributing, financial, social, and spiritual representation and support. The Pastor's Aide Ministry is the 'extra support' both inside the walls of the church and outside. They make sure that the Pastor has all necessary things in tact, while they are doing the work of ministry. Occasionally, there may be some times when things are lacking in the home front, i.e. his clothes need to be taken to the cleaners, car washed, etc. These are the things that a devoted Pastor's Aide handles. All services are voluntary and appreciated. They serve the Pastor and ensures that all needs of the Pastor is taken care of in a timely manner.

*"The harvest is truly great, but the laborers are few: pray ye therefore the Lord of the harvest, that he would send forth laborers into his harvest." St. Luke 10:2*