

# Are Hospitality volunteers required to be members of King's Chapel?

We do not require Hospitality volunteers to be members of King's Chapel, but they should consider King's Chapel their home church.

## How often do Hospitality volunteers serve?

Hospitality volunteers typically serve one Sunday a month, and we work around vacations and other scheduling conflicts. We use a dynamic, online scheduling platform – <u>Planning Center Services</u> – for all our Ministry Teams. Volunteers can access their schedules anytime through the Planning Center Services app and block out dates they are unavailable to serve. Planning Center Services also sends notifications to volunteers with reminders or scheduling changes.

### What does the Hospitality Team do?

The Hospitality Team maintains a comfortable and welcoming environment for everyone who attends King's Chapel through a variety of tasks, such as greeting visitors and answering general questions, assisting with seating in the Gathering Space, helping with registrations or sign-ups at the Information Center, and aiding parents with the Children's Church check-in process.

#### How are volunteers trained?

Each volunteer will be trained to view and manage their online schedules, briefed on the various roles and responsibilities of the ministry, and will shadow a team during a Corporate Worship service to experience serving firsthand. Each volunteer will also receive a Hospitality Guidebook detailing policies, procedures, and responsibilities.

# How do I get started?

Fill out the <u>serving form</u>, and a Ministry Leader will contact you with next steps and answer any further questions you have.

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