



The Gathering - Connections (Hospitality)

## **McCausland Prep Team Member**

McCausland

### **Position Description**

A Prep Team Member is responsible for preparing the space and elements for weekend worship. They will work alongside a team to create a positive guest experience for anyone participating in weekend worship at The Gathering.

### **Position Responsibilities**

1. Arrive at church:
  - 60 minutes before 9:00am service begins (8:00 am)
  - 30 minutes before 10:30am service begins (10:00am), and stay 30 minutes after
2. Meet with Hospitality Coach and Leaders in the prep area to pray and receive assigned tasks for that day at:
  - 8:15am for 9am service
  - 10:00am for 10:30am service
3. Ensure the lobby, sanctuary and common spaces are clean and free of trash (before and after worship)
4. Make and arrange coffee, other beverages or treats for guests, and refill as needed
5. Prepare and set out Communion elements in worship space
6. Arrange mid-worship or post-worship invitations, giveaways or handouts
7. Dispose of Communion elements in appropriate manner
8. Clean coffee vessels and carts (after last service)
9. Keep kitchen and prep areas stocked and clean

### **Position Qualifications**

N/A

### **Number of People Needed**

15

### **Frequency of serving**



Monthly

**Length of Commitment**

Indefinite

For more information contact: [deneebowers@gatheringnow.org](mailto:deneebowers@gatheringnow.org)