



Holy Spirit Parish
Liturgical Ministry Guidelines

Door Greeters

Updated December 2013

This ministry is one of hospitality. Yours will be the first 'face' someone coming into the building will encounter. The intent of this ministry is to offer a spirit of welcome and hospitality to all who enter.

Please arrive 20 minutes early. Highlight your name on the liturgical minister sign-in sheet in the Narthex. Pick up a nametag in the greeter folder by the sign-in sheets. Reserve a seat for yourself in church. Reserve signs can be found in the folder, as well.

Position yourself at one of the two sets of doors - the north doors or the south doors. Hold the doors open for people as they arrive. Offer a word of welcome as they enter the building. If anyone needs assistance, be ready to help. Continue to open the door for people as long as there are a number of people arriving, even if mass has begun. (This is why it is important for you to reserve a seat for yourself.)

*If you are unavailable for your scheduled week, please request a sub through the
ONLINE WEB TERMINAL.*

Contact [Lisa Jessen](#) or [Mary Margaret Yaeger](#) in the church office with any questions.

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