

# Greeter Responsibilities

Thank you for hearing the call to stewardship by being part of our parish Hospitality Ministry.

Our main objective is to create a warm and welcoming first impression on our parishioners as they arrive for Mass, and a positive lasting impression when they leave.

## *Church*

1. Please arrive approximately 30 minutes prior to Mass.
2. Dress appropriately—no jeans, tennis shoes, or shorts.
3. Wear your name badge.
4. Make sure there are greeters at front entrance, and if possible at the Sacred Heart side entrance.
5. Usher people to a seat when necessary.
6. After personally receiving communion, please head to your greeter positions.
7. Hand out bulletins at end of Mass (to those that would like one) \*\*If we hand a bulletin to each person that exits the Church, we will run out of bulletins quite fast!
8. Clean-up papers and missalettes in pews after Mass.

## *Holy Family Center*

1. Please arrive approximately 30 minutes prior to Mass.
2. Dress appropriately—no jeans, tennis shoes, or shorts.
3. Wear your name badge.
4. Put missalette book carts out at side and front entrance. Key to closet is located on bulletin board in Sacristy. Handout books to those that would like one.
5. Make sure there are greeters at front entrance, and side entrance.
6. Usher people to a seat when necessary.
7. After personally receiving communion, please head to your greeter positions.
8. Hand out bulletins at end of Mass (to those that would like one) \*\*If we hand a bulletin to each person that exits the Church, we will run out of bulletins quite fast!
9. Assist with collecting missalette books & put missalette carts away.
10. Help to straighten chairs.

## Lead Contact Information

Paul Jones (Sat. 5:00pm)	209-832-7680	<a href="mailto:pinoyjones@yahoo.com">pinoyjones@yahoo.com</a>
Lou & Caroline Rotella (Sun. 10:00am)	209-832-3024	<a href="mailto:caroline.rotella@yahoo.com">caroline.rotella@yahoo.com</a>
Steve & Barbara Arena (Sun. 11:00am)	209-832-3260	<a href="mailto:stevearena@sbcglobal.net">stevearena@sbcglobal.net</a> or <a href="mailto:sarena@st-bernards.org">sarena@st-bernards.org</a>
Glenn Alvarez (Sun. 11:00am)	209-835-6808	<a href="mailto:glenn100alvarez@yahoo.com">glenn100alvarez@yahoo.com</a>
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