



GIVING HOPE TODAY

# INFO TEAM

## The Win

Create a comfortable environment by providing helpful information, clear directions and appropriate next steps for our guests.

## Guidelines

**Arrive on time** and attend the Host Team **huddle** (if applicable).

Info Team members should wear the **provided ministry uniform/shirt** at all times. Part of creating a comfortable environment is being easily recognizable to our guests.

Be aware of contents and events in the church communication channels (e.g. bulletin, social media), website, and other relevant sources.

Enthusiastically welcome guests who approach the info area.

Assist new guests by answering questions or walking with them to tour different areas of the church.

Have knowledge of each ministry area including ages and locations for children and youth ministries.

Refrain from **eating, drinking, or using your phone** while serving.

If you will **miss** your opportunity to serve, please **inform your team leader**.