



Prep Team Training Guide

HOST TEAM
2024



Host Team Mission

Creating a comfortable environment so guests can be open to the truth of God's Word.

Prep Team Positions

Pre-Service

Team members specifically focus on ensuring the auditorium/sanctuary and lobby are tidied and prepared for the upcoming service.

After-Service

Team members are dedicated to helping clean, restock, and stack chairs (if required) after the service and preparing for the next service.

Guest Interactions

Pre-Service

- Prepare each seat in the auditorium/sanctuary for our guests, making sure all supplies are in place, and the area is free of debris.
- Pray over the seats. You've set the stage for God to do what only He can do.

After-Service

- (If applicable) Coordinate with your Role Leader to determine whether chairs need to be stacked. Take extra safety precautions as guests may or may not linger in the auditorium/sanctuary to socialize.
- Ensure all supplies are restocked and in place while helping remove any debris and garbage.

After the Service

- Send guests off enthusiastically. Thank them for starting their week with us. Use phrases like:
 - "See you next week!"
 - "Thanks for attending today's service!"



Notes
