



INFO CENTER

Purpose

- To have a consistent place for people to find out what's happening at WVFC and how to get involved
- To connect guests and new believers with our savior and our church body

Job Description

- To provide information to our guests as to what's going on and where things are
- To provide a place for guest services/first impressions to check in
- To provide various items and general help to those who ask
- Must be friendly, welcoming those who come

Expectations

- **Personal**
 - Consistent devotional time with the Lord in Bible reading and prayer
 - Consistent church attendance even when not serving
 - Dress Appropriately in a manner that brings honor to God
 - Tithe
 - Positive attitude
 - Signed leadership honor code through Growth Track 401
- **Positional**
 - Sunday
 - Arrive 30 minutes before scheduled service
 - Must be at info center ready to go at 20 min prior to service
 - Set up iPad or other information specific devices
 - Monthly
 - Block out dates on Planning Center prior to the next month for scheduling
 - Inform Lead Greeters if you are unable to make your scheduled time and try to find a replacement

What to do next

- Fill out Ministry Application and return to contact person

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