



SANCTUARY LEAD

Richmond Community of Faith

OUR MISSION:
CONNECTING
OUR
COMMUNITIES
TO THE PERSON
OF JESUS

GREET | BE EXPECTANT | SET THE TONE

WEAR THE SANCTUARY LEAD LANYARD WHILE SERVING TO BE IDENTIFIABLE & APPROACHABLE

PUT ON HEADSET (CHANNEL FOUR)

BE IN YOUR POSITION AND EXPECTANT OF GUESTS 30 MINUTES BEFORE SERVICE

ATTEND THE 8:25 AM RALLY WITH THE PASTOR

ATTEND OPS RALLY IMMEDIATELY FOLLOWING CREW RALLY

FAMILIARIZE YOURSELF WITH THE OOS AND WEEKLY WRAP UP (OOS)

INITIATE | BE WELCOMING | YOU'RE A STICKING POINT

INTRODUCE YOURSELF AS THE SANCTUARY LEAD TO THE CREW SERVING

MONITOR CAMPUS FOR SAFETY CONCERNS, AT ALL TIMES

STAY ATTENTIVE TO GUESTS - KEEP HANDS FREE - NO CELL PHONES OR FOOD

REMAIN VISIBLE DURING SERVICE FOR EVERYONE ENTERING/EXITING BUILDING

BE FAMILIAR WITH ADDITIONAL SAFETY PROCEDURES

FOLLOW UP | BE INTENTIONAL | JESUS IS OUR FOCUS

MAKE SURE LEFT SANCTUARY DOOR IS CLOSED ONCE SERVICE STARTS

STAND IN THE BACK OF THE SANCTUARY TO MONITOR FOR ANY SAFETY CONCERNS

MAKES SURE LEFT SANCTUARY DOOR IS OPEN ONCE SERVICE ENDS

ENSURE SANCTUARY IS RESET BETWEEN SERVICES

CONFIDENTIALITY IS EXPECTED

THANK | BE AUTHENTIC | MAKE IT PERSONAL

GENUINELY CONNECT WITH THOSE IN THE CHURCH

ANY AREAS OF CONCERNS SHOULD GO TO YOUR OPERATIONS COORDINATOR

THE LATEST SERMON PODCAST IS AVAILABLE FOR YOU ON THE APP

G.I.F.T - GREET . INITIATE . FOLLOW UP . THANK