

# STUDENTS WELCOME TEAM LEAD

## GOSPEL CITY CHURCH

### Summary:

The Students Welcome Team Lead will provide valuable assistance to the Volunteer Students Coordinator on Wednesday Nights by overseeing the student welcome team volunteers, supporting a welcoming environment, and connecting new students to the check-in process.

**Reports To:** Volunteer Students Coordinator(s)      **Department:** Student Discipleship

**Status:** Part-Time      **Type:** Volunteer      **Supervisory Role:** Yes

**Hours:** Wednesdays, arrival by 6pm throughout the school year

### Primary Responsibilities:

1. Oversee all student welcome team volunteers.
2. Support a fun, welcoming environment in the Students lobby.
3. Connect new students to the Volunteer Students Coordinator and/or an adult leader.

### Qualifications:

- Demonstrates a life of integrity and character that reflects a mature, Spirit-led walk with Jesus Christ as Lord and Savior.
- Models servant-hearted leadership—willing to do both visible and behind-the-scenes tasks with joy.
- Demonstrates teachability and willingness to follow the Volunteer Student Coordinator's direction.
- Strong interpersonal skills and desire to connect with new students.
- Able to learn Planning Center software as needed (PCO).

## PROCESS

The Students Welcome Team Lead will be asked to fill out the "Student Discipleship Service Opportunities" form before meeting with the Student Discipleship Administrator + Volunteer Student Coordinator for approval. The Student Lead must be a High School student and understand/agree to the following weekly responsibilities:

## RESPONSIBILITIES EXPLAINED

**1. Oversee all student welcome team volunteers.** The Student Welcome Team Lead will work with the Volunteer Students Coordinator to recruit student volunteers for the team. The Student Lead will then schedule volunteers in PCO Services (via a monthly rotation) and follow up with individuals as needed.

**2. Support a fun, welcoming environment in the Students lobby.** The Student Lead will greet with other student volunteers from 6:15–6:45pm, setting the tone by engaging personally with students that enter (high fives, fist bumps, “welcome!”, etc.).

**3. Connect new students to the Volunteer Students Coordinator and/or an adult leader.** If any first-time students arrive in the greeting process, the Student Lead will make a point to walk the student to the new student check-in desk and hand them off to the Volunteer Students Coordinator.

*NOTE: As a leader of other students, the Students Welcome Team Lead is expected to prioritize Wednesday Night attendance. If they are unable to make it on a given night, 48 hours' notice to the Volunteer Students Coordinator is requested.*

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## **SPIRITUAL & CULTURAL EXPECTATIONS**

- Member, or willing to pursue membership, at Gospel City Church.
- Demonstrates a life of integrity and character that reflects a mature, Spirit-led walk with Jesus Christ as Lord and Savior.
- Identifies closely with and supports the mission, vision, and doctrinal position of Gospel City Church.
- Models servant-hearted leadership—willing to do both visible and behind-the-scenes tasks with joy.