

## Guiding Principles for the Ministry of Greeter

The underlying ministry as a greeter is that of hospitality. The following quotes offer guidance on what is most important as a steward of this ministry:

John 13:20: “Amen, I say to you, he who receives whomever I send receives Me; and he who receives Me receives Him who sent Me.”

*The Holy Rule of St Benedict*, chapter 53: “All guests who present themselves are to be welcomed as Christ, who said: ‘I was a stranger and you welcomed me’ (Matthew 25:35). Proper honor must be shown ‘to all, especially to those who share our faith’ (Galatians 6:10) and to pilgrims. Once guests have been announced, the prioress or abbot and the community are to meet them with all the courtesy of love.”

### Duties:

1. Arrive early, at least 1/2 hour before the start of Divine Liturgy. If the rugs in the foyer would benefit from a quick sweep or vacuuming, do so. If the walk outside needs to be swept or shoveled or salted, do so. Just as you would prepare your home for guests, prepare our parish *home* as well. If the foyer furnace is not operating and it's chilly, adjust the thermostat accordingly. Make sure the foyer lights are on, and the exterior lights if it's dark or will become dark during the service.
2. If the candle boxes need to be replenished, beeswax tapers and votives are stored in the cabinet. There's no need to keep track; just fill the boxes up. Also, if the counter is cluttered, tidy it up. If the inventory is getting low, please make mention to Subdeacon Daniel.
3. Hold the door for all those who wish to enter. Smile. Greet them by name (if known; if not, learn). Offer a handshake or a hug or the kiss of Christ. Welcome newcomers to St Nicholas with warmth and humility. Ask their name(s). Shake their hand. Ask if they are Orthodox. If they are, ask if they'll be joining us for communion. If not, be sure to gently, lovingly, and briefly mention that we practice closed communion and why we do so. Be sure to invite them to come forward to partake of blessed bread and wine (antidoron and zapivka) explaining, if necessary, that these gifts are blessed but not consecrated. Show them the Liturgy Book in the pew racks (but explain also that sometimes observing is best if they have never been to liturgy before) and offer to help them find a place to sit/stand in the pews. Also ask if they would like to visit with the parish priest after Liturgy during coffee hour. Let the parish priest know if this is the case. Ask if they have any questions. Be sure to mention where the restrooms are located. Do all of this as lovingly, quietly, and discreetly as possible, visiting an Orthodox Church for the first time can be overwhelming to many.
4. Remain in the foyer until the beginning of the Divine Liturgy. Soon after the priest intones the opening exclamation, “Blessed is the kingdom of the Father, and of the Son, and of the Holy Spirit,” lock the foyer door (by un-chaining the bar), enter the nave, and stand at the

back near the entrance doors in case we have late-comers. This also allows you to remain visible and available to guests should they have questions.

5. Following communion there will be several sandwich bags containing blessed bread in the sacristy. They are usually set on the counter to the left of the sacristy door as you enter. Take these bags to the rear of the nave and arrange them on the small table adjacent to the rector's office door. We make these available to those who wish to take them home to family or friends that may not have been able to attend that day.
6. At the conclusion of the Divine Liturgy and just before the final veneration, switch the doors both at the entrance into the foyer and into the social hall to the "locked" open position. Place any extra paper newsletters on the candle counter.

There will be times when someone comes to our door asking for help. Welcome them in, ask their name(s), and offer them something to drink or eat. If they are seeking financial or spiritual help, (and it's not during Liturgy) ask them to either sit in the nave (if they're comfortable with that) or in the social hall and wait while you inform the parish priest of their presence and their needs.

Quite simply, keep watch. Be like Christ. Treat all that "stand at the door and knock" as if they are Christ Himself – *they just might very well be.*