

## **INSTRUCTIONS for GARDEN DOOR GREETERS**

- Arrive by 10:00am.
- Wear your nametag.
  
- From 10am until 10:40am
  - Open doors and warmly greet people, and tell them that you are glad they came this morning.
  - When you identify visitors (new folks):
    - Point out the location of the coatroom and restroom.
    - Guide them to the Information Table (across from the Garden door).
    - If they have children with them
      - Someone from CYFF will be available to answer questions and assist directing the child to the correct room.
      - Registration forms and brochures describing CYFF are located on the shelf near the Garden door.
    - If they have an infant, mention the location of the Nursery Room (with the gate), where babies can be babies.

Thanks so much for your help making UUCM a warm and welcoming congregation!