

Title: Refresh Attendant

Purpose: To provide guests and regular attenders of Freshwater Church an opportunity to connect with the ministries and people of the church as well as to ensure that refreshments are adequately available. These duties will be performed primarily in the vicinity of the Refresh Table.

Duties and Responsibilities: The Refresh Attendant will prepare and staff the Refresh Table before and immediately after the Sunday morning worship services.

Their responsibilities include:

- Staffing the Refresh Table during the following times:
 - 30 minutes before their scheduled worship service begins until 5 minutes after the service begins. At this time the Refresh Attendant can be in the worship service.
 - They will need to return to the Refresh Table immediately after the close of the service to begin cleaning up the area as well as any items used.
- Ensuring that drinks and food are prepared and available.
- Ensuring that the Refresh Table is set-up by 20 minutes prior to the service.
- Communicating to the Director of Hospitality any needed items for the Refresh Table.
- Working in Planning Center to accept/deny service schedules as well as to block-out future dates of unavailability.

Working Relationship: The Refresh Attendant will work under the leadership of the Director of Hospitality (please see Freshwater Ministry Structure).

Spiritual Requirements: The Refresh Attendant must be in good standing with the church and be in regular attendance.

Length of Term: 1 Year