

# Coffee Ministry Volunteer

## Purpose of the Position

Help create a warm and welcoming environment for the congregation by providing coffee and treats during Sunday morning gatherings. You contribute to the fellowship and hospitality of the church community.

## Commitment

- Generally, team members serve for one month at a time. If that is too much it could be in combination with someone else to ease the burden.
- At times, substitute for other volunteers when they are away for a weekend.

## Responsibilities and Duties

- *Weekly Tasks:*
  - Check creamer quantity and other supplies the week before serving.
  - On the Sunday of your ministry time:
    - Drop off and purchase treats/fresh fruit or make the night before.
    - Purchase creamer as necessary.
    - Arrive at church no later than 8:50 am to prepare for the 9:15 Sunday School crowd.
- *During Coffee Time:*
  - Turn on the coffee maker and brew coffee (regular and decaffeinated).
  - Set up treats, plates, cups, plasticware, napkins, tea, hot chocolate, etc.
- *After Coffee Time:*
  - Clean out the coffee maker and rinse coffee containers.
  - Put away leftover treats and wash serving platters and spoons.
  - Put away cups/plasticware.
  - Empty the coffee area trash.
  - Lightly clean up the floor around the coffee area.
  - Restock the café area supplies from stock in kitchen.

## Qualifications

- Willingness to serve in the Coffee Ministry.
- Ability to follow the provided schedule and guidelines.
- Attention to detail and commitment to cleanliness.
- Collaborative and flexible approach to working with other volunteers.

## Training

Training will be provided by the coordinator, including an overview of storage locations, procedures, and responsibilities.

*By becoming a Coffee Ministry Volunteer, you contribute to the hospitality and fellowship of Lansdale Presbyterian Church, enhancing the Sunday morning experience for the congregation and visitors. Your commitment to preparation, serving, and cleaning ensures a welcoming environment for all attendees, fostering a sense of community and connection. We look forward to having you as part of our Coffee Ministry team!*