



VBS Main Street Greeters

Responsibilities:

- Please arrive on main street by 5:30 on Monday and 5:45 Tuesday - Thursday.
- Provide warm welcome to families arriving at VBS
- **Key Questions:**
 1. *Are your children pre-registered?*
 2. *Do you know where you are going?*
- Assist guests in completing registration forms (if not pre-registered) and/or escort them to the appropriate age classrooms area.
- If children are pre-registered you can look them up on the Alphabetical List provided to you or direct families to check the large displays of the Alphabetical List posted on Main Street, the Preschool Hallway and Children's Balcony.
- **Only paper registration forms will be accepted during VBS week.** Forms should be filled out on Main Street and the family escorted to the appropriate check-in areas for all their children.
- Assist first time visitors (not pre-registered) to find the right classroom area for their child. Accompany family through the check-in process as long as they need you.
 - Introduce yourself—be sure to talk to the kids; find out if they have a church home
 - Parents should complete all the blanks of the registration form
 - Find age-appropriate classroom area on Map
 - Walk family to classroom area
 - *Preschoolers (born 1/1/19 - 5/31/20) - Purple Side*
 - *Older (9/1/18) - Entering Kindergarten in the Fall - Yellow Side*
 - *Completed Kindergarten—Joy Building—End of the Preschool Hallway*
 - *Completed Grades 1-4 - 2nd Floor Hope*
 - *Completed 5th Grade - Faith Building*
 - Look for openings to talk about Sunday Life Group classes or ministries at the church that might meet a need.
 - Consult a Coordinator/Director at the appropriate Check-In area for classroom assignment
 - Remind parents that they must have their photo ID at pick-up. Pick up time is 8:15 p.m.
 - Walk parents back to Lobby/Main Street, as needed.
- Serve as a gentle buffer to keep the VBS areas secure

Don't forget to SMILE!!

