



W A G G A W A G G A
EVANGELICAL CHURCH

Position Description - Morning Tea Team Member

Colossians 3:23, 24

Whatever you do, work heartily, as for the Lord and not for men, knowing that from the Lord you will receive the inheritance as your reward. You are serving the Lord Christ.

Being a Morning Tea Team member is an incredibly important contribution to what we are trying to do at WWEC. Our goal at WWEC is to bring as much glory to God as possible and the morning tea team make a significant contribution to that by serving their fellow members with morning tea, encouraging them to spend time in fellowship with each other, developing and strengthening relationships. How the morning tea is served can make people feel relaxed and welcomed which is particularly critical for those new to WWEC. Having morning tea can help people to stop, talk to others, reflect on the service and meet new friends. The Morning tea team is not simply doing a task, but bringing great honour to God as they serve and love our church family and newcomers.

Brief Description

The Morning Tea Team member is responsible for setting up morning tea, serving morning tea and then packing up following morning tea. At all times during this process the morning tea team need to maintain high standards of food handling and cleanliness. Team members need to efficiently complete their tasks and be welcoming and friendly when serving church members.

Detailed Description of morning tea

Note: due to Covid restrictions, morning tea is greatly modified to comply with NSW Health restrictions. We are required to maintain social distancing when at church and not share objects where possible (e.g. milk, cups, food).

1. **Arrive** at 8am (for those on the 9am service) or 10.30am (for those on the 11am service).
2. **Follow instructions in the 'Serving Guide Morning Tea 9AM' OR the 'Serving Guide Morning Tea 11AM'.**

Expectations

- Team members will be part of the team for the year (not limited to that time) and are encouraged to review their participation in this ministry at the end of the calendar year
- Team members will complete the morning tea task on the dates they are assigned on the WWEC Roster. Where unavailable the team member will try to swap with another morning tea team member. When a swap is made please;
 - text your Morning Tea Team Leader
 - forward the reminder SMS received on the Friday before a Sunday service to the team member who agreed to swap
- Team members will be attending a Sunday service regularly
- Team members will adhere to WWEC Safe Church policy and agree with the WWEC Volunteer Code of Conduct
- Team members will understand and adhere to the WWEC WH&S procedure for incidents & hazards. If an incident occurs during set up or pack up an 'Incident form' needs to be completed and provided to the Morning Tea Team Leader. If the team member identifies a hazard/near miss during set up or pack up a 'Hazard/Near Miss form' needs to be completed and provided to the Morning Tea Team Leader
- Team members will take an interest in praying for other members of their team and church family
- In the event of any issues that arise in the course of serving in this ministry, the team member is to bring them to their team leader. If this is not possible, the team member can bring their concern to a member of the pastoral staff

Accountability

Team Members are to work under, support and accept the authority of the Morning Tea Team Leader.