



## Job Description: Chapel Host

### Position Overview:

The Chapel Host serves as the first point of contact for individuals visiting the Lovedmonton Chapel at West Edmonton Mall. This role involves creating a welcoming and hospitable environment for visitors, performing basic cleaning tasks, and engaging in faith conversations about Christianity.

Our volunteer shifts are from 10 AM to 2 PM, 1 PM to 5 PM, or 5 PM to 9 PM Monday through Saturday.

### Responsibilities:

#### Welcoming and Greetings:

- Greet visitors warmly and create a friendly and inviting atmosphere at the chapel.
- Provide assistance, information, and directions to visitors regarding chapel activities, events, and services.
- Be attentive to visitors' needs, questions, and concerns, and offer support or guidance as required.
- Offer coffee, tea and snacks to guests.

#### Faith Conversations:

- Engage in meaningful conversations with visitors who express an interest in Christianity or have questions about faith.
- Listen actively, empathize, and provide guidance and information based on the teachings and beliefs of the Lovedmonton Chapel.
- Share personal testimonies and stories that illustrate the impact of faith in one's life.
- Willing to listen, show compassion and pray for those who are in need of care.
- Share Christian faith in a loving way with the community.

#### Basic Cleaning and Maintenance:

- Maintain the cleanliness and tidiness of the chapel premises.
- Perform routine cleaning tasks such as dusting, sweeping, mopping, and ensuring the availability of necessary supplies.
- Report any maintenance or repair needs to the appropriate personnel or maintenance team.

#### Chapel Promotion:

- Assist in promoting chapel events, programs, and activities to visitors.
- Distribute informational materials, brochures, or flyers about the chapel's mission, values, and upcoming events.
- Be able to share the mission, vision and goals of the Chapel.

#### Team Collaboration:

- Collaborate and communicate effectively with other volunteers and staff members to ensure smooth operations and a cohesive team environment.
- Attend volunteer meetings, training sessions, and briefings as required.
- Provide



**Qualifications and Skills:**

- Passion for serving others and sharing the Christian faith with individuals from diverse backgrounds.
- Good interpersonal and communication skills, with the ability to engage in meaningful conversations and actively listen to others.
- Knowledge and understanding of basic Christian teachings, principles, and practices.
- Friendly, approachable, and welcoming demeanour.
- Reliability, punctuality, and attention to detail.
- Ability to perform basic cleaning tasks and maintain cleanliness standards.
- Respect for confidentiality and the ability to handle sensitive discussions with empathy and discretion.
- Willingness to learn and adapt to new situations

What your volunteer role accomplishes:

Our Chapel host are often peoples first encounter with the Christian faith. As a chapel Host you have the privilege of getting the share good news with people. Of being an ambassador for the Christian place in a secular setting.

If you are interested in volunteering please email us at [lovedmonton@gmail.com](mailto:lovedmonton@gmail.com)