

SOS EVENING GREETERS

(5:15-8:00 PM)

Our mission is to help our SOS guests feel welcome and comfortable during their stay at BUC.

Guests will be dropped off starting around 6 PM. We should arrive 5:15 to familiarize ourselves with the BUC layout for the week and review the rules SOS has for guests. This is especially important on opening Sunday. All volunteers need to know the rules and expectations. A “veteran greeter” will help if you are new at this job.

Greeters stand beyond the Intake and transportation desk---wearing a nametag. On Sunday, each guest will have a nametag and bed assignment. Please approach each with a smile and say you would like to show them to their assigned bed. Make sure they have checked in at the transportation desk, and signed up for showers. Please point out the smoking area in the courtyard. On Sunday, if there are issues find Paul to help. Please help mothers handle children during check in and transportation assignment. Make an announcement as to location of exit doors and fire extinguishers.

Men and women have different areas and families are usually separate. Have them put their bag near their bed and then show each where the shower is and what the hours are (posted at the intake check-in desk). Show them where clean towels are and where dirty ones should be placed.

Show them where lunch prep is and talk about the process as posted. Advise guests that lunch must be made before dinner. Indicate the dinner area (dinner starts at 7:00 PM, so not too many snacks please).

Baggage: *There are (2) dedicated volunteer spots for Sunday. Greeters may help also if able and willing.*

Please sign in and out so SOS can get credit for hours worked. Guests are usually all at BUC by 7, but sometimes it is a little later. You do not have to leave after your 2 hours. Please feel free to hang around and visit with the guests. Many truly like having a volunteer sit with them during part of dinner.

Also see list of generic host responsibilities.

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