



## Job Posting: Welcome and Hospitality Ministry Coordinator

This part-time position is responsible for leading West Campus Welcome and Hospitality Team with a special focus on Beulah's value of being Incredibly Welcoming. Success in this role is creating environments that allow first-time guests and attendees to experience radical hospitality with clear and compelling opportunities to take a first step and a culture that inspires people to connect with others in our church family.

**Position Type:** permanent, part-time, 25hrs/wk

**Location:** 17504 98a Ave NW, Edmonton AB

### Role responsibilities:

- Collaborate with the Beulah Worship team to lead, recruit, equip and empower West Campus welcome and hospitality and weekend foyer ministry volunteers (ushers/greeters/traffic/cafe, etc.) to provide high-impact first impressions through radical hospitality.
- Work closely with the Worship Pastor to find creative and effective ways for guests and attendees to experience radical hospitality from the parking lot to the auditorium.
- Remove roadblocks for newcomers in weekend services and develop touchpoints for people to be able to take a first step (New to Jesus, New to Beulah, New to Serve).
- Develop, empower and equip a culture within all Welcome and Hospitality teams that highlights and lives out loud Beulah's value of being incredibly welcoming.
- Responsible to collaborate with relevant teams for foyer appearance, design, and function.
- Ensure weekend welcome and hospitality and foyer ministry teams are equipped to address questions and point people towards potential next steps while providing radical hospitality on a consistent basis.
- Stay current with best practices in hospitality and first impressions.

### What will make you thrive:

- A committed follower of Jesus Christ who demonstrates spiritual maturity and models an authentic relationship with the Lord.
- Commitment to the vision, mission, purposes, values and beliefs of Beulah's ministry.
- Highly relational with a genuine love for people and able to coach people in an Eph. 4:12 ministry environment.
- Successful experience in recruiting, developing, coaching, and mentoring of volunteer leaders and contributors.
- High energy self-starter with an entrepreneurial work ethic who gets things done and makes things happen.
- Comfortable working with and analyzing statistics to identify opportunities and trends.
- Ability to juggle and prioritize multiple tasks at once.
- Strong communication skills with peers, volunteers and small to medium sized groups.
- Team player and team builder who can work within a system.

Think you're a great fit for this job? If you believe that God may be calling you to this position, please submit your resume and cover letter to [hr@beulah.ca](mailto:hr@beulah.ca). No phone calls please. We thank all applicants for their interest; however, only candidates under consideration will be contacted.