

ALBANY UU SERVICE OPPORTUNITY DESCRIPTION

Service Opportunity Name/Title: Sunday morning Coffee Hour Host

Service Opportunity Brief Description:

Help with serving and clean up for coffee hour after the service on Sunday morning.

Service Opportunity Detailed Description:

All the setup is done by our Albany UU Custodian*, so the Coffee Hour Host's responsibilities begin after the service. The Coffee Hour Host makes our Sunday social hour after the service a pleasant and welcoming place to be. The Host should arrive at Channing Hall promptly after the service. The Host is responsible for bringing out more coffee from the kitchen as needed, keeping the tables restocked with milk, sugar, picking up empty mugs, and generally keeping the table neat.

As Coffee Hour winds down, the Host collects any stray cups, cleans up the table and puts things away in the pantry and the kitchen. There are detailed instructions as to where each item is put away, and the Custodian is always available to answer any questions. The Host collects and counts the coffee money and takes home the tablecloths for laundering, to be returned the following Sunday.

Some Coffee Hosts bring baked goods or other snacks to share with the congregation. Some Hosts may choose to bring flowers for the tables. Some hosts bring their family to help. But just being a coffee host for a Sunday is enough for us to say thank you!

Sign-ups for specific Sundays are through "Volunteer Spot" on the Albany UU website, the sign-up board in Channing Hall, or you may call the church office.

*Before the Host arrives, during the service, the Albany UU Custodian prepares the table, putting out mugs, napkins sugar, stirrers, etc. and starts making the coffee. Just before the end of the service the custodian puts out the first batch of coffee. The Custodian is responsible for continuing to make coffee as long as necessary during coffee hour and for washing the mugs and other used items.

Length of Service Commitment: 1 hour

This opportunity will enable you to help visitors, members, and friends feel welcome and valued in our community; feel satisfaction in providing a service that is appreciated by others; and meet new people through the simple act of hospitality.

Skills Needed: Willing hands and a friendly smile.

Training, assistance, and safety requirements: Detailed written instructions are provided. And our Custodian is available to answer any questions you have.

Number of positions available: One each Sunday

Key words: