



# NEXT STEPS

*Ministry Handbook*

# A MESSAGE FROM *our pastors*



Hello Next Steps Team!

Thank you for being a part of such an integral serve team here at Wellspring. Every Sunday, or Event, you have a great opportunity to serve God by serving others with your passions, kindness, talents and testimony.

When you come prepared to connect with others and help them take their next step toward their God-given purpose- you are leading the way in people growing in their relationship with Jesus and finding healing within community.

Leading others in this way is not only an honor but a great responsibility. Thank you for giving it your all and for realizing that every Sunday is **SOMEONE'S SUNDAY** where they accept Jesus as their Lord and Savior.

As you help to create purposeful environments and interactions here at Wellspring, you are greatly impacting the Kingdom.

Thank you and God bless you,

*Pastor Joey + April Adkins*

# WELCOME!

At Wellspring, we believe in creating a welcoming and joyful environment where all people feel the Love of Jesus, that they're seen and know that they belong. That requires a team of people like YOU willing to serve with their time, energy, and creativity.

Our Next Steps team has one goal – connect with people and make sure they have a spirit-led encounter that helps them continue to take steps in their relationship with Jesus and their community.

We are so blessed to have you join our serving team while touching the lives of those who attend our church.

***Welcome to the team!***





# WHY WE EXIST

To lead people to become fully engaged followers of Jesus!

# OUR PURPOSE

To create an environment where people who call Wellspring home can grow spiritually, get connected within the Church, and discover their God given purpose.

# SERVING POSITIONS

- Culture Team
- Baptism Team

# TEAM MEMBER EXPECTATIONS

- Welcome people with a friendly smile and positive attitude.
- Park in overflow parking when serving.
- Complete Training Videos.
- Become familiar with Planning Center (videos available) .
- Attend church services regularly when not scheduled.
- Attend Wellspring Culture.



# CULTURE TEAM

## CULTURE POSITIONS

- **Hallway Greeter:** At the outside side door greeting and welcoming people to Culture and directing them to the next steps classroom.
- **Next Steps Room Greeter:** Welcoming members as they enter the room and directing them to the check-in, food, and tables to find a seat.
- **iPad Check-In Greeter:** Standing next to the door making sure everyone is checked in and has a name tag.
- **Table Leaders:** Table leader oversees engaging and connecting with our attendees and helping them take their next steps spiritually and relationally.

## TIME COMMITMENTS

### *Last Sunday of Every Month:*

- 30 minutes before service starts.
- Stay until Culture ends & room is clean.

### *Training Meetings:*

- As scheduled by the Next Steps Department.

## DRESS CODE

- Green "Team Wellspring" Shirt
- Guest Services Name Tag
- Length appropriate dresses, skirts, and/or shorts.



# BAPTISM TEAM

## BAPTISM POSITIONS

- **Greeter:** At the door greeting and welcoming people to Baptism and directing them to the next steps classroom for shirt/bag pick up and end of service main lobby door holder directing them where to go for line up!
- **iPad Check-In Greeter:** Standing next to the door making sure everyone is checked in and has a name tag.
- **T-Shirt/Bag Pick Up Team:** Handing them a goodie bag and their T-Shirt.
- **(Outside) Towel Holder:** Meeting them when they get out of the pool with a smile and hug congratulating them on their decision to go public with their faith!
- **Baptism Teardown:** Helping grab the stanchions, fold up the photo back drop and grab the hamper.
- **Baptism Buddy:** In charge of lining attendees up. Help calm nerves, hold bags, and keep the line flowing!

## DRESS CODE

- Green "Team Wellspring" Shirt
- Guest Services Name Tag
- Length appropriate dresses, skirts, and/or shorts.

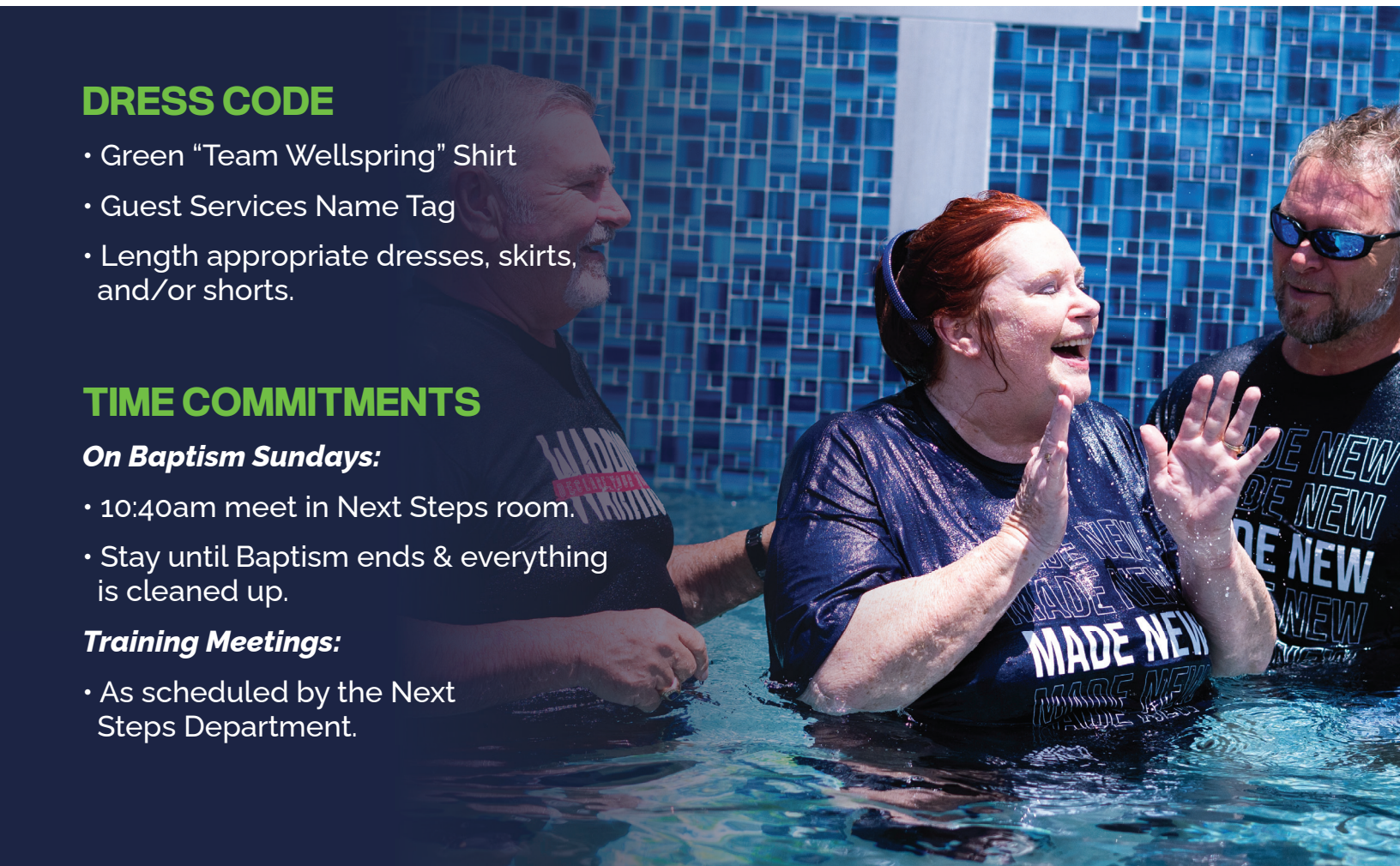
## TIME COMMITMENTS

### *On Baptism Sundays:*

- 10:40am meet in Next Steps room.
- Stay until Baptism ends & everything is cleaned up.

### *Training Meetings:*

- As scheduled by the Next Steps Department.





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