



The Basics of Welcoming

Queries for welcoming:

- ☐ In a conversation with a newcomer, do you learn about why they were drawn to attending Friends worship that morning?
- ☐ Do you share why Friends' community is important to you?
- ☐ Do you connect newcomers to attenders/members they may benefit from building a relationship with?

Logistical queries for welcoming:

- ☐ Is it clear to a newcomer where to go for worship?
- ☐ Is it clear to a newcomer where they can go, or who they can talk to, for more information about Quakerism? (Literature or relationships with attenders/members)
- ☐ Is it clear to a newcomer how to become more involved?

The following "basics of welcoming" checklists are not necessarily saying that you need to have all of these things. However, you should have *reasons* for doing things one way or another. Do you not have name-tags at your meeting? That might be okay, but be sure you have a *reason* why your meeting has chosen not to have name-tags.

The basics of welcoming -- stuff

- ☐ Name-tags for current attenders (permanent)
- ☐ Name-tags for newcomers (temporary/stick-on)
- ☐ Signs to show where the worship room, restroom, First Day School, childcare, literature are
- ☐ Written explanation of what happens during worship (right outside worship room or in worship room)
- ☐ Welcome literature for families -- First Day School program? Children Are Welcome Here page?
See video on Welcoming Families: <http://www.quakers4re.org/videos>
NEYM offers: *Nurturing Children's Spirituality: A Journey of Spirit and Wonder*
- ☐ Literature for Seekers to borrow, buy
- ☐ Guestbook (to get newcomers' contact information)

The basics of welcoming -- relationships

- ☐ Greeters upon entering building
- ☐ Person designated to help with literature at rise of meeting
- ☐ Person with care of worship has clear rise of meeting announcements, introductions, and "flow" into the next thing
- ☐ Person to follow up with newcomers who leave contact information
- ☐ Nursery care for our youngest Friends
- ☐ First Day School or Lesson in a Bag ready to go

