

First Unitarian Church Position Description

Position Name:	Event Host/Hostess
Purpose of Position:	Open church and assist Odyssey Rep. and/or presenter
Responsibilities:	Open church at least 20 minutes prior to an event, admit attendees into church, assist presenter with activities such as passing out handouts, cleanup if needed, etc...
Qualifications:	Dependable, prompt, helpful, flexible
Amount of Time Required:	Odyssey events are usually 2 hours or less
When:	When contacted by Odyssey Committee depending upon your availability
Training Provided:	Facility use training by Facility Use Committee
Responsible To:	Presenter and/or Odyssey Committee Member
Support Provided :	Odyssey Member

Last reviewed