

Church Host(ess)
First Baptist Church
Asheboro, North Carolina 27203

The Church Host(ess) is a full-time ministry position of First Baptist Church. He/She works with the church staff in planning, directing, and providing the food service ministry for the church. The Church Host(ess) oversees all food service budget line items and activities related to the use of the kitchen.

Primary responsibilities for the church include, but are not limited to: planning, ordering, preparing, and serving for: (1) the Wednesday evening family meal (between 80 to 200 members); (2) a Senior Adult Sunday lunch once a year (about 150 people); (3) a Children's Sunday breakfast once a year (about 200 people); (4) a Deacon's meal the first Tuesday of each month (about 30 people); (6) a Snack Supper for Vacation Bible School volunteers (one week during the month of June); (7) two Sunday breakfasts served to the church members the week July 4th and between the Christmas and New Year's Eve holidays. Other special meal responsibilities during the year may be new a member's Sunday lunch twice a year, an annual special meal for leadership training and appreciation, a senior high graduation banquet, and the annual church picnic. These special meals are coordinated and planned with the church ministerial staff.

In addition, the Church Host(ess) helps ministry groups purchase and secure food and paper products for smaller ministry functions. For these special functions, the ministry groups will be responsible for preparing, serving, and cleaning. The Church Host(ess) will work with the ministry leaders to assure that all costs for these meals are properly charged to the appropriate ministry.

The Church Host(ess) supervises the work of any assistant that may be employed and works with the Food Service Ministry Team to help train volunteers to help with the Food Service Ministry of the Church.

General Qualifications

Christian and active member of a church

A person who understands and sees this position as ministry

Prior event planning and food service experience

Ability to plan balanced menus and meals for church family night.

Able to cook for large groups

Able to supervise assistants when needed

Able to supervise and work with volunteers

Able to manage food service budgets in keeping with church's operating budgets

Knowledge of ordering and purchasing from vendors

Knowledge of health and sanitation requirements for the kitchen

Open spirit and willing to learn and grow

Possible Requirements:

Annual TB Test

Background check (required for Child Care Center)

Finger Prints on file (State Requirement for Child Care Centers)