How to host coffee hour

(10:15 service)

Bring self-serve sweets/savories/ fruit for approximately 50 servings. Each Sunday morning service has a sign up to host, so it is only necessary to bring enough food for the service you signed up for. Place the food on the café tables in the great hall. Trays are available in the kitchen if necessary. Also, move the café tables from the edges of the room toward the center if that hasn’t already been taken care of.

Check to see if there are any packaged snacks specifically for children in the kitchen. If so, put them out. If you feel like bringing your own prepackaged, kid-friendly snacks, that’s fine, too.

Place the name tags and pens (found on the counter in the kitchen) on the tables. Be sure and fill one out for yourself and wear it during coffee hour.

The usher team is responsible for brewing the coffee on Sunday mornings. However, if we happen to run low on a particular Sunday, there are easy to follow directions on how to make more coffee next to the coffeemaker in the kitchen.

During coffee hour, be sure to greet people who are standing by themselves or seem disconnected. This helps create a welcoming atmosphere and supports Emmanuel’s mission of hospitality.

Thank you for using your gifts to help build community at Emmanuel!