

OVERNIGHT HOSTS

Mission

Act as the Prince of Peace representative during the overnight hours.

Responsibilities

1. Arrive at church by 8:15pm to relieve the Social Host.
2. A bed will be provided in the Shell Room. It is recommended that you bring your own pillow.
3. Check the building perimeter after 9:00pm and insure all doors are locked.
4. Remind guests that after 9:00pm is “quiet time” and that children need to sleep.
5. Make sure that guests are up and ready to leave for the IHN Day Center by 6:30am.
6. Be the “first responder” for any incident(s) that occur while you are on duty. Assess the situation to determine whether outside assistance (police, fire, ambulance) is necessary. When in doubt, err on the side of caution. DO NOT administer any aid or treatment that you have not be trained to do.
7. If evacuation of the building is necessary, insure that all guests get out safely. Keep a roster of everyone in the building to verify headcount. Liaise with emergency services, as necessary.
8. Report any incidents to the Coordinator.