



Worship And Admin Rep

Location: Zefiros, Samos, Greece

Reports to: Resort Manager

Dates of employment (approx): 11 May – 09 October 2026

Hours: Varied hours across 5.5 days per week

Please note: All Richmond roles are ministry-led. While structured hours are in place, we expect team members to embrace the ministry and community aspect of the role: being present with guests beyond working hours through shared meals, conversations, and time together in both with team and guests.

Job Description

As the Worship Leader and Rep, you have responsibility for the provision of high-quality music and worship for the resort as well as playing a crucial role planning and delivering a range of engaging and enjoyable activities for Richmond holidaymakers. You will be working with visiting Ministry Leaders, colleagues and guests to embed 'worship' and joyful service as an integral part of the holiday. You will lead worship during the evening ministry sessions, Sunday morning services as well as stand-alone worship sessions. You will act as one of the Rep team taking bookings, promoting in-resort activities and running entertainments.

As the role involves leading worship, prayer and bible-based input, there is a general occupational requirement that you are a strong committed Christian with an active faith.

You must be looking to advance your journey as a Christian, wherever you feel you are at the start of your employment with Richmond.

Job Responsibilities

1. Facilitating worship sessions

- Delivering a programme of Christ-centred worship opportunities that are appropriate and accessible to the community of guests each week.
- To deliver, encourage and facilitate high quality music and worship in a variety of traditions, styles and contexts. This will include leading worship in Ministry sessions which glorifies God and encourages intimacy with Jesus through the Holy Spirit.
- To encourage a culture of worship within the staff team and the community of guests each week, including gathering those who already have musical gifts and inviting them to be part of this.
- To assist the Resort Manager and ensure that the Ministry Leader has all the information and resources that they need to perform their role, and that they feel supported to deliver a full ministry programme each week.
- Working with the Resort Manager and Ministry Leaders to actively seek continuous improvement across the guest experience.

2. Support with Resort Admin and Activity Tasks

- To provide loving care of guests, great support of colleagues, excellent administration and communication to deliver outstanding Christ-centred Richmond holidays.
- Support tasks: advertising, selling, informing guests, booking and overseeing excursions, organising airport transfers and accurate financial recording.
- To serve guests ensuring they have an exceptional holiday experience from their arrival at the airport to their departure. The 'rep' role includes helping arrange transfers, rooming, entertainments and activities, childcare, ministry, excursions, activities, troubleshooting and any specific guest needs under the direction of the Resort Manager.
- Welcoming guests, knowing and being known by all guests, ensuring they have an excellent holiday, and their expectations are met or exceeded.
- Delivering the Richmond holiday experience as a resort 'representative', working with the Resort Manager to create inclusive activities in resort and with partners to offer excursions that enhance the resort offering.
- Delivering relational activities during the day and evening which may include: walks, competitions, dance, fitness and aquafit workshops, tennis or other sport sessions, creative activities, trips to beauty spots, quizzes, games, facilitating community and fellowship amongst the guests.
- Joining guests wherever possible in resort and on excursions locally to provide visible companionship and care.

3. Commitment to Faith, Team and Guests

- Join in with life in resort including being involved with evening and daytime entertainments as required and dealing with guest inquires and queries where possible, remembering that even in "down time" you are representing Richmond.
- Take regular personal times of prayer and bible study in order to maintain a living and active relationship with God, as well as contributing to team bible studies and encouraging others in their faith.
- Undertake any other roles or duties deemed necessary for the smooth running of the resort
- Encourage, support, and actively contribute to a thriving culture of peer-support and Christian community within the Richmond team.

Required Skills and Experience

- Previous experience leading prayer and worship for a large group of people.
- The ability to sing well and play an instrument
- Previous experience in a customer-facing role.
- Outstandingly clear and engaging communicator
- Calm demeanor with an ability to work well under pressure.
- Hard worker, evidence of 'above and beyond' mentality, desire to serve and help others.
- Professional, able to follow procedures and represent company well.