

Gravesend Methodist Church  
Porch Stewards Duties

- Arrive and be in the porch by 10.20am
- One steward to remain in the porch until 11.15am to greet latecomers.
- Ensure that the Food Bank trolley is in the porch and wheel it into the church during the singing of a hymn/song.
- Check if any service books are required for the service and give them to people as they arrive.
- Give an extra special welcome to visitors and if necessary show them into the church telling them that they can sit anywhere. If there are children you could mention that we have Explorers and 10/22 and point out their location.
- When/if standing on the steps, say 'good morning' to passers by, if appropriate.
- **If you are unable to make a particular date please arrange your own replacement.**

Porch Rota

Date	2018	AM		PM
7 <sup>th</sup>	Jan	Phebe Povey	Marian Day	
14 <sup>th</sup>	Jan	Philip Pollard	Bob Hawkins	
21 <sup>st</sup>	Jan	Vera Mak	Jennifer Carter	
28 <sup>th</sup>	Jan	Alan Day	Carol Day	
4 <sup>th</sup>	Feb	Dave Young	Terry Owen	
11 <sup>th</sup>	Feb	Bob Hawkins	Jennifer Carter	
18 <sup>th</sup>	Feb	Alan Day	Carol Day	
25 <sup>th</sup>	Feb	Phebe Povey	Marian Day	
4 <sup>th</sup>	March	Vera Mak	Philip Pollard	
11 <sup>th</sup>	March	Dave Young	Jennifer Carter	
18 <sup>th</sup>	March	Terry Owen	Bob Hawkins	
25 <sup>th</sup>	March	Phebe Povey	Marian Day	
1 <sup>st</sup>	April	Dave Young	Philip Pollard	
8 <sup>th</sup>	April	Jennifer Carter	Alan Day	
15 <sup>th</sup>	April	Vera Mak	Bob Hawkins	
22 <sup>nd</sup>	April	Dave Young	Terry Owen	
29 <sup>th</sup>	April	Phebe Povey	Marian Day	

Thank you for offering to be on this rota.  
Your time and commitment are much valued.