

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 any where. 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.**

Rota

| Date | 2017 | AM | | PM |
|------------------|--------|-----------------|-----------------|----|
| 7 th | May | Vera Mak | Philip Pollard | |
| 14 th | May | Alan Day | Carol Day | |
| 21 st | May | Sarah Smith | Terry Owen | |
| 28 th | May | Dave Young | Jennifer Carter | |
| 4 th | June | Phebe Povey | Marion Day | |
| 11 th | June | Carol Day | Alan Day | |
| 18 th | June | Vera Mak | Philip Pollard | |
| 25 th | June | Bob Hawkins | Terry Owen | |
| 2 nd | July | Dave Young | Sarah Smith | |
| 9 th | July | Vera Mak | Jennifer Carter | |
| 16 th | July | Alan Day | Carol Day | |
| 23 rd | July | Phebe Povey | Marion Day | |
| 30 th | July | Bob Hawkins | Philip Pollard | |
| 6 th | August | Dave Young | Terry Owen | |
| 13 th | August | Alan Day | Carol Day | |
| 20 th | August | Jennifer Carter | Phebe Povey | |
| 27 th | August | Vera Mak | Sarah Smith | |
| | | | | |

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