

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 2015	AM		PM
3 th September	Carol Day	Alan Day	
10 th September	Phillip Pollard	Jennifer Carter	
17 th September	Vera Mak	Terry Owen	
24 th September	Phebe Povey	Marian Day	
1 st October	Dave Young	Bob Hawkins	
8 th October	Carol Day	Alan Day	
15 th October	Vera Mak	Sarah Smith	
22 nd October	Phebe Povey	Marian Day	
29 th October	Phillip Pollard	Bob Hawkins	
5 th November	Dave Young	Terry Owen	
12 th November	Sarah Smith	Jennifer Carter	
19 th November	Carol Day	Alan Day	Eat Around 4.30
26 th November	Phillip Pollard	Terry Owen	
3 th December	Phebe Povey	Marian Day	
10 th December	Sarah Smith	Jennifer Carter	
17 th December	Vera Mak	Bob Hawkins	Carol 4.30
24 th December	Dave Young	Alan Day	
31 st December	Vera Mak	Sarah Smith	

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