

GRAVESEND METHODIST CHURCH
STEWARDS ROTA

DATE	AM				PM		
		PRAYER	COUNT	PORCH			PRAYER
1st Jan	Jenny Force	Sheila	Marry	Titus			
8th Jan	Rev. Tony Graff Covenant H/C	Emmanuel	Fran	Melva			
15th Jan	Michael Coveney	Melva	Steve	Fran			
22nd Jan	Helen	Steve	Melva	Emmanuel			
29th Jan	Ian Packham	Marry	Velma	Titus			
5th Feb	Deacon Vic Downs	Velma	Steve	Melva	Circuit Service Tonbridge Road		
12th Feb	Rev. Tony Graff Home Mission	Titus	Marry	Emmanuel			
19th Feb	Rev. Gareth West H/C	Steve	Melva	Marry			
26th Feb	Ray Borrett	Marry	Fran	Velma			
5th Mar	Deacon Vic Downs J.C. Ann. Bapt.	Emmanuel	Steve	Fran	Rev. Tony Graff	Holy Communion	Emmanuel
12th Mar	Julien Myles	Melva	Velma	Steve			
19th Mar	Rev. Tony Graff H/C	Titus	Fran	Melva			
26th Mar	Gill Gray Mothering Sunday	Marry	Steve	Emmanuel			
2nd April	Deacon Vic Downs	Sheila	Velma	Titus	Rev. Ken George	Holy Communion	Hazel
9th April	Simon Pooley Palm Sunday	Velma	Marry	Sheila			
16th April	Rev. Tony Graff Easter Day H/C	Emmanuel	Melva	Steve			
23rd April	Marion Fielder-White	Melva	Fran	Marry			
30th April	Tracy Burch	Velma	Steve	Fran			

If it is not being done by the worship leader, please introduce and welcome by name and church they come from, all visiting preachers at both morning and evening services.

Steward on Prayer - arrive between 10am and 10.10am to carry out general duties. Then talk to members of the congregation, particularly any new people and be available to assist with any last minute jobs. Be present for the prayer in the music area at 10.50am. **After the service mingle and talk and be available to help as and when needed.**

Steward on Porch - arrive between 10am and 10.10 am to carry out general duties. Be in the porch from 10.30am. Stay in the porch until 11.10am. There is no need to attend the pre service prayer. Wheel in the Food Bank trolley during the singing of a hymn. **After the service mingle and talk and be available to help as and when needed.**

Steward on Count - arrive about 10.20am. Get out the book and number boards ready for the count. ***It is your duty to give out offering bags to 4 people before the service begins. Try not to ask the same people each week.*** If all duties are done then mingle and talk with the congregation, especially any visitors. Be present for the prayer in the music area at 10.50am. After the service do the count, give the money bag to Sheila (or lock it in the office cupboard if she's not available). Then check who is going to **lock up and set alarms.**