

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.**

Porch Rota

Date	2018	AM		PM
6 th	May	Vera Mak	Philip Pollard	
13 th	May	Alan Day	Carol Day	
20 th	May	Terry Owen	Jennifer Carter	
27 th	May	Phebe Povey	Marian Day	
3 rd	June	Vera Mak	Philip Pollard	
10 th	June	Dave Young	Terry Owen	
17 th	June	Alan Day	Carol Day	
24 th	June	Phebe Povey	Marian Day	
1 st	July	Vera Mak	Philip Pollard	
8 th	July	Bob Hawkins	Jennifer Carter	
15 th	July	Dave Young	Terry Owen	
22 nd	July	Alan Day	Carol Day	
29 th	July	Bob Hawkins	Philip Pollard	
5 th	August	Dave Young	Terry Owen	
12 th	August	Phebe Povey	Marian Day	
19 th	August	Jennifer Carter	Vera Mak	
26 th	August	Dave Young	Bob Hawkins	

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