

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
2 <sup>nd</sup> September	Carol Day Alan Day	
9 <sup>th</sup> September	Vera Mak Bob Hawkins	
16 <sup>th</sup> September	Terry Owen Jennifer Carter	
23 <sup>rd</sup> September	Philip Pollard Alyson Pollard	
30 <sup>th</sup> September	Phebe Povey Marian Day	
7 <sup>th</sup> October	Dave Young Vera Mak	
14 <sup>th</sup> October	Philip Pollard Alyson Pollard	
21 <sup>st</sup> October	Bob Hawkins Jennifer Carter	
28 <sup>th</sup> October	Dave Young Terry Owen	
4 <sup>th</sup> November	Vera Mak Alan Day	
11 <sup>th</sup> November	Phebe Povey Marian Day	
18 <sup>th</sup> November	Philip Pollard Alyson Pollard	
25 <sup>th</sup> November	Alan Day Carol Day	
2 <sup>nd</sup> December	Vera Mak Jennifer Carter	
9 <sup>th</sup> December	Terry Owen Bob Hawkins	
16 <sup>th</sup> December	Phebe Povey Marian Day	
23 <sup>rd</sup> December	Dave Young Derek Mann	
30 <sup>th</sup> December	Alan Day Carol Day	

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