

GRAVESEND METHODIST CHURCH  
STEWARDS ROTA

DATE		AM			FIRE DUTY		PM	
		PRAYER	COUNT		PORCH			PRAYER
2019								
6th Jan	Rev. Tony Graff Covenant H/C	Emmanuel	Marry H/C		Titus			
13th Jan	Deacon Vic Downs	Melva	Steve		Velma			
20th Jan	Rev. Michael Fanstone Christian Unity	Titus	Fran		Emmanuel			
27th Jan	Rev. Tony Graff	Steve	Velma		Fran			
3rd Feb	Deacon Vic Downs	Emmanuel	Velma		Titus	Rev. Tony Graff	H/C	Melva
10th Feb	Rev. Tony Graff H/C	Marry	Steve H/C		Melva			
17th Feb	Julien Myles	Melva	Marry		Melva F/D			
24th Feb	Emmanuel Scott	Velma	Melva		Emmanuel			
3rd March	LA Junior Church Ann.	Titus	Steve		Velma	Rev. Tony Graff	H/C	Fran
10th March	Deacon Vic Downs	Steve	Fran		Emmanuel			
17th March	Rev. Tony Graff H/C	Marry	Velma H/C		Titus			
24th March	Rev. Tony Graff	Emmanuel	Marry		Fran			
31st March	Rev. Bonnie-Belle Pickard	Melva	Fran		Titus			
7th April	Deacon Vic Downs	Velma	Steve		Emmanuel	Rev. Tony Graff	H/C	Hazel
14th April	Gill Gray	Marry	Velma		Melva			
21st April	Rev. Tony Graff H/C	Steve	Marry		Fran H/C			
28th April	Stuart Macgregor	Titus	Steve		Velma			

**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 10.55am. **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 10.20am. 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 during first two song. 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 10.55am. 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.**

**General Duties -Water back of church & in lectern and remove at end of Service, Song numbers on board,Make sure collection plate & bags out**