

Duty	Description
Altar Guild	See extra sheet
Greeters	See extra sheet
Bells	Ring bells (Button 1 + 2) at the beginning of the service.
Old Testament Lesson	Read OT lesson – this weeks lesson can be found on the website
Psalm	Lead singing of the Psalm – for musical details speak to Eric Jarman
New Testament Lesson	Read NT lesson – this weeks lesson can be found on the website
Intercessions	Lead intercessions according to form set for the service or pre-prepared. Include special concerns from the congregation / world / church.
Offertory	Take offertory – normally children.
Server(s) / Chalice Bearer	Assist with communion : -if you would like to take part in this ministry please speak to Ken.
Offertory Counter x2	Count offertory, record in approved form, pay organist, sign paper work, ensure money double counted and verified.
Coffee	See separate notes
Washing up	See separate notes
Crucifer	Carry cross in opening / closing processional
Acolytes	Carry candles to altar in opening / closing processionals Light altar, Pascal and high altar candles. Extinguish at end of service.
Sunday School	Lead children's class during sermon