



St. Julian's Church, Wellow, 10am

March - May 2024 ROTA

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Date	Service Notes	Leading	Preaching	Sidesperson & Welcome	Reading	Praying	Coffee	Musician
Mar 3	Morning Praise Mission to the unclean: Naaman healed of leprosy - 2 Kings 5:1-15	Dick Beath	Dick Beath	Margaret Cole Stewart Cole	Fiona Crockett	Jane Rees	Margaret Cole Pam Pike	Pauline Preddy
Mar 10	All Age Worship - Mothering Sunday	AAW Team	AAW Team	Pam Pike			Chris Corp Jane Corp	Kim Cottle
Mar 17	Annual Parochial Church Meeting	Matthew Street	Matthew Street	Stewart Cole	Jane Rees	Pauline Preddy	Rachel Kotchie Pam Pike	Pauline Preddy
Mar 24	Morning Praise Mission to the unclean: Ten Lepers - Luke 17:11-19	Matthew Street	Matthew Street	Jonathan Wyld	Jonathan Wyld	Julia Wyld	Marian Osborne Julia Wyld	Kim Cottle
Mar 29	GOOD FRIDAY - Meditation at the Cross, 3pm	Matthew Street	Matthew Street	Jonathan Wyld	Pam Pike	Julia Wyld	Pam Pike Julia Wyld	Pauline Preddy
Mar 31	EASTER SUNDAY +Holy Communion	Derek Smith	Derek Smith	Pam Pike	Jill Tremellen	Jane Rees	Fiona Crockett Rachel Kotchie	Iain Allen
Apr 7	Morning Praise Prison Mission: Prison ministry - Genesis 39:20-40:23	Derek Smith	Derek Smith	Margaret Cole Stewart Cole	Rachel Kotchie	Jane Rees	Margaret Cole Pam Pike	Kim Cottle
Apr 14	Holy Communion Prison Mission: Released from Prison - Acts 5:17-32, Acts 12:1-18	Matthew Street	Matthew Street	Jonathan Wyld	Jonathan Wyld	Julia Wyld	Marian Osborne Julia Wyld	Pauline Preddy
Apr 21	All Age Worship Prison Mission: Paul and Silas in prison - Acts 16:16-40	AAW Team	AAW Team	Pam Pike			Chris Corp Jane Corp	Kim Cottle
Apr 28	Morning Praise Prison Mission: A prisoner's defence - Acts 26:1-32	Derek Smith	Derek Smith	Caroline Thomas	Pauline Preddy	Jill Tremellen	Fiona Crockett Rachel Kotchie	Pauline Preddy
May 5	Morning Praise Mission to the Captives: Jesus drives out an evil spirit - Mark 1:21-28, Luke 4:31-37	Matthew Street	Pauline Preddy	Margaret Cole Stewart Cole	Rachel Kotchie	Pam Pike	Margaret Cole Pam Pike	Kim Cottle
May 12	Holy Communion Mission to the Captives: Ministry in Ephesus - Acts 19:1-20	Matthew Street	Andrew Fraser	Pam Pike	Jill Tremellen	Jane Rees	Rachel Kotchie Marian Osborne	Pauline Preddy
May 19	All Age Worship Mission to the Captives: Tomb dweller - Mark 5:1-20, Matthew 8:28-34, Luke 8:26-37	AAW Team	AAW Team	Caroline Thomas			Chris Corp Jane Corp	Kim Cottle
May 26	St. J's Group Benefice Service at Wellow at 10.30am Mission to the Captives: Mission to Samaria - Acts 8:4-25	Matthew Street	Matthew Street	Jonathan Wyld	Fiona Crockett	Julia Wyld	Fiona Crockett Julia Wyld	Pauline Preddy

Sidesperson & Welcome

Please arrive by **9.30am** to unlock the building and set up for the service

Coffee/Refreshments

Please arrive by **9.30am** to set up the coffee/refreshments

PLEASE TURN OVER FOR A FULLER DESCRIPTION ON THE ROLES

If you can't do a particular Sunday please swap/arrange cover with someone and THEN LET Rob Bubyer know: email: office@stjsgroup.church or tel: 07973 972018

Responsibilities

SIDESPERSION & WELCOME

- Arrive 30 mins before service
- Unlock Church & Vestry and lock up the Vestry at the end of the service. Also porch door if designated person is away.
- Unlock portaloo door before the service, and lock after. The key is on the vestry mantelpiece.
- Turn on lights and turn lights off at the end of the service.
- Put out Portable Lectern from the vestry and return at the end of the service.
- Set up the microphone stand and microphone system, switch on behind rood screen on organ side, then test. Afterwards turn off system and return microphone, stand etc to vestry. Microphones and batteries in iron box on safe, in vestry.
- Put collection plates out before and return at the end of the service.
- Put out pens in pews before the service and collect afterwards.
- Light Candles at the beginning of the service and extinguish them at the end.
- Ensure the service leader fills in the register and the preacher signs it.
- Welcome people as they arrive and hand out service sheets, etc.
- Take the collection plates up to the service leader during the last hymn.
- Ensure the service leader fills in the register and the preacher signs it
- Count those attending the service and fill in the register.
- Count the collection, with a witness, after the service, record the amount in the register and on the required record slip and place in the safe.
- Help to tidy up the church afterwards.

COMMUNION SERVICES

Bring bread or roll for distribution:

Put out and return items required for Communion

- Clear and move table by Hungerford Chapel to centre point of screen
- Put linen cloth in roll from vestry cupboard on Communion table.
- Put parts of candles and cross in vestry cupboard on the table
- From the safe take chalice for wine and paten for wafers or bread and put on table having filled the chalice appropriately for those in church.
- Put a napkin on top of the goblet and plate with bread on top of that. Place on the table.
- After the service, dispose of bread and left over wine, rinse chalice and paten in kitchen sink, wipe with kitchen roll, polish in silver cloth and return to case and safe.

READING A LESSON

- Read the sermon passage either from the service sheet or the sermon notes from the portable lectern.
- Introduce the reading by stating where it comes from the Bible and close by saying 'this is the word of the Lord.'

LEADING THE PRAYERS

- Read set prayers from the service sheet from the portable lectern.