



## **A snapshot of some of the jobs requiring volunteers at St. Mary's**

### **Fundraising Team (MORE HELP URGENTLY NEEDED)**

- What is required: To launch a major public appeal to cover our major (projected £320k + VAT) bill for quinquennial works, apply to grant-making bodies etc.
- Frequency: As required
- For more information: the Churchwardens via the Church Office – 01403 253762

### **Creche – 9:30am service**

- What is required: Helpers to set out toys, welcome parents & children, play with children aged 0-3 in the side chapel during the 9:30am service until Communion, and clear away. \*
- Frequency: Helpers are on duty approximately twice per term depending upon numbers
- For more information: Sue West – 01403 273064

### **Baptism visitors (MORE HELP URGENTLY NEEDED)**

- What is required: Ambassadors for St. Mary's to visit prospective baptism families in their home (one visit) to get to know them & explain more about Baptism (& St. Mary's for young families), accompany them to a Kairos service, & attend the Baptism. Training to be given. \*
- Frequency: c. 3 times a year
- For more information: the Vicar – 01403 272919

### **Coffee servers – 9:30am service**

- What is required: Helpers to arrive c.9:00am, set everything up and brew flasks of coffee. Skip the final hymn to put tea in pot etc, then serve coffee, chat and finally clear up
- Frequency: Once every 6 weeks
- For more information: Pam Dexter – 01403 268859

### **Sidesmen for 8:00 and/or 6:30 services [MORE HELP URGENTLY NEEDED]**

- What is required: People to welcome and assist worshippers to church, hand out books, count communicants, take the collection, collect up books and tidy pews etc.
- Frequency: on duty once every 3 weeks
- For more information: Lawrence Windwood – 01403 268325

### **Church watchers/stewards [MORE HELP URGENTLY NEEDED]**

- What is required: People to sit in church, welcome visitors and communicate with them as required
- Frequency: Need to commit on a regular basis – e.g. 1 hour/week
- For more information: Terry Brinkworth – 01403 249334

### **Social events organisers [MORE HELP URGENTLY NEEDED]**

- What is required: People to join the new hands-on & creative Hospitality Team in planning, facilitating and catering for social events for all ages. Enthusiasm, ideas & practical skills very welcome.
- Frequency: 3-6 Meetings and events per year
- For more information: Church Office – 01403 253762

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\* Admission to this ministry is under the authority of the Vicar and Churchwardens. Please note that, in line with our Parish and Diocesan Safeguarding policy, certain voluntary roles require a DBS check, to be coordinated by Mrs Caroline Crook, St. Mary's Safeguarding Officer.

### **Choir members**

- What is required: Men, women and children to sing in the choir. Must be able to sing in tune but do not need to be budding solo artistes!
- Frequency: Need to attend choir practice on Wednesday nights (7:00 – 8:10pm for children; 7:30 – 9:00pm for adults) and commit to at least 1 service on Sundays when not away
- For more information: Valerie Lintott – 01403 269764 or Jeremy Weaver – 01403 738293

### **Flower Arrangers**

- What is required: Helpers to check and rearrange flowers at weekends and tidy up where necessary. Particular flower arranging skills are not required – just a love of flowers
- Frequency: About 3 or 4 times a year at the weekend, plus additional help for festivals
- For more information: Sheila Glaysheer – 01403 263407

### **TGI Fridays Helpers [MORE HELP URGENTLY NEEDED]**

- What is required: Adult helpers for Friday night youth club for 12 – 16 year olds to get to know them, supervise games such as table tennis, run tuck shop etc. \*
- Frequency: As often as possible during term time; Friday nights from 7:30 – 9:00pm
- For more information: Judi Cox - via the Church Office - 01403 253762

### **Youth Ministry [MORE HELP URGENTLY NEEDED]**

- What is required: Adults to help with work with young people (particularly ages 11+) at St Mary's. A range of roles are required from teaching/supervising on Sunday morning at the Lighthouse to one off events and weekends/weeks away with Parish groups. \*
- Frequency: Various e.g.: Weekly to monthly on Sunday mornings 9.30 to 11.00 am; Monthly Sunday evenings 7.30 to 9.30 pm; One off weekends/weeks in School holidays
- For more information: Richard Herrington – 01403 251772; [wildgooseherrington@btinternet.com](mailto:wildgooseherrington@btinternet.com)

### **Children's ministry [MORE HELP URGENTLY NEEDED]**

- What is required: Adults to work with our Family & Children's Worker to help staff and run our various groups and events for children (e.g. the Lighthouse). Frequency: As required on a rota basis
- For more information: Fiona Prentice – 01403 271667

### **Little Footprints**

- What is required: Help to set up, clear away and host this St. Mary's parent/toddler group. \*
- Frequency: As needed on Friday morning
- For more information: Karen Newton – 01403 251951

### **Kairos**

- What is required: coffee servers, welcomers, musicians/singers, readers, Powerpoint & sound help
- Frequency: Monthly or on a rota basis
- For more information: Fiona Prentice – 01403 271667 or Jimmy Young – 01403 372599

### **Bellringers**

- What is required: People of any age to ring church bells; either those with previous ringing experience or complete beginners. \*
- Frequency: Practice on Tuesdays (7.30 - 9.15pm) and Sunday service ringing at 8.45 - 9.30am and 6:00 - 6.30pm.
- For more information: Val Burgess- 01403 268077

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### **Office Volunteers**

- What is required: Ambassadors for St. Mary's to warmly welcome our many callers & give them practical admin help (& assistance to the Church administrator) – training to be given.
- Frequency: "10am -12noon and 12noon-2pm weekday slots" or on an ad hoc basis.
- For more information: Alison Carre - 01403 253762

### **Servers [MORE HELP URGENTLY NEEDED]**

- What is required: People of any age to help with the preparation of the communion vessels etc. and to help serve at the altar. Full training will be given. \*
- Frequency: As available mainly for 9.30am service
- For more information: Chris Button - 01403 253942

### **Cleaners**

- What is required: People of any age to help with cleaning the Church
- Frequency: As available mainly on Friday mornings, but at any time to suit
- For more information: Elizabeth Windwood 01403 268325

### **Decorators**

- What is required: People of any age to help with painting and decorating
- Frequency: As available for various projects
- For more information: Nigel Stalley via the Church Office – 01403 253762

### **Volunteer drivers**

- What is required: To drive people to hospital and doctor appointments
- Frequency: As needed
- For more information: Church Office – 01403 253762

### **Cooking and Catering**

- What is required: Preparation and delivery of a meal in case of illness or bereavement and/or help with catering for social function and/or Sunday Lunch Club
- Frequency: As needed – Sunday lunches are held on the third Sunday of each month.
- For more information: Val Burgess - 01403 268077 for catering and Veronica James – 01403 261848 for Sunday Lunch Club

### **Night Shelter team**

- What is required: Help staffing the Night Shelter for the homeless, run by Horsham Churches Together
- Frequency: Sunday nights (in 3 shifts) in winter
- For more information: Denise Herrington – 01403 251772 or Manny Holden – 01403 251216

### **Publicity**

- What is required: To publicise St Mary's, services and events to the wider world
- Frequency: As required
- For more information: Church Office – 01403 253762

### **Verger Team [MORE HELP URGENTLY NEEDED]**

- What is required: To work with our Verger to help with the hosting and smooth running of services. \*
- Frequency: As required on a rota basis
- For more information: Jane Gorrie – 01403 372499

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