

ST JOHNS HIGHTON

10am Roster

5 June 2022 to 25 September 2022

Date	Service Leader	Welcoming (Arrive 9.30 am)	Sound Desk (Arrive 9.30 am)	Easy Worship (Arrive 9.30am)	Music Leader	Bible Reading	Communion preparation	Communion	Intercessions	Prayer Ministry	Morning Tea
5 June Communion	Leisha Orpwood	A Bufton J Bufton	Nick Gill	Lesley Jackson	Chris Blackney	Liz Sykes Meredith Cox	G and M Gill	G Trethowan A Marden	Mark Perrin	D and D Webb	G and J Johnson A Heyne
12 June	Josh Simon	B Edwards D Edwards	Leisha Orpwood	Mandy Cox	Chris Thompson	Barry Edwards Laura Mitchell			Esther Cohen		L Sykes, L Hunt Isobel Walker
19 June Communion	Hilary Hoevenaars	D and D Buck	Roy Hoevenaars	Bek Orpwood	Hilary Hoevenaars	Ann Bufton Graeme Phipps	D and D Webb	G Gill L Orpwood	Algernon Johannes	B Randall G Salmon	Edwards P Carroll
26 June	Chris Lynch	G and J Johnson	Catherine Jackson	Lesley Jackson	Chris Paulin	P Winstanley J Arton Powell			Tessa Creek		Bucks J Müller
3 July Communion	Amanthi Lynch	T Creek M Pett	Chris Thompson	Mandy Cox	Chris Blackney	Di Edwards Magda Phipps	G and M Gill	D and D Webb	David Buck	R and H Hoenaars	Trethowans T Denham
10 July	Daryll Webb	P and L Winstanley	Chris Blackney	Chris Lynch	Chris Thompson	Des Moyle Nick Gill			Hilary Hoevenaars		Winstanleys M Gill
17 July Communion	Tanya Thompson	G Phipps J Anderson	Nick Gill	Leisha Orpwood	Will Orpwood	Sarah Perrin Kay Rowse	D and D Webb	R and H Hoevenaars	John Arton Powell	B Randall G Salmon	Mackinnons A Heyne
24 July	Will Orpwood	B Ayres G Salmon	Leisha Orpwood	Bek Orpwood	Chris Paulin	Anita Taylor Roy Hoevenaars			Judi Moyle		L Sykes, L Hunt Isobel Walker
31 July Communion	Josh Simon	J and J Arton Powell	Cassie Orpwood	Lesley Jackson	Josh Simon	Daryll Webb H Hoevenaars	A Heyne M Pett	D and D Webb, C Schultnik G Gill	Roy Hoevenaars		Edwards A Whytcross
7 August Communion	Amanthi Lynch	A Bufton J Bufton	Catherine Jackson	Mandy Cox	Chris Blackney	Meredith Cox Geoff Gill	G and M Gill	G Trethowan C Schultnik	Tanya Thompson	D and D Webb	Bucks J Müller
14 August	Chris Lynch	B Edwards D Edwards	Bek Orpwood	Leisha Orpwood	Chris Thompson	Mandy Cox Bev Randall			Peter Taylor		Trethowans T Denham
21 August Communion	Hilary Hoevenaars	A Whytcross G Phipps	Roy Hoevenaars	James Anderson	Hilary Hoevenaars	Graeme Phipps Di Edwards	D and D Webb	A Mardon G Gill	Leisha Orpwood	B Randall G Salmon	Winstanleys M Gill
28 August	Will Orpwood	D and D Buck	Nick Gill	Lesley Jackson	Chris Paulin	Laura Mitchell Judi Moyle			Daryll Webb		Mackinnons A Heyne
4 September Communion	Leisha Orpwood	T Creek M Pett	Chris Thompson	Mandy Cox	Chris Blackney	J Arton Powell Liz Sykes	G and M Gill	R and H Hoevenaars	Amanthi Lynch	D and D Webb	Arton Powells P Carroll
11 September	Josh Simon	P and L Winstanley	Catherine Jackson	Bek Orpwood	Chris Thompson	Nick Gill Ann Bufton			Mark Perrin		Edwards G Phipps
18 September Communion	Tanya Thompson	G Phipps J Anderson	Leisha Orpwood	James Anderson	Will Orpwood	Magda Phipps Barry Edwards	D and D Webb	D and D Webb	Tessa Creek	R and H Hoevenaars	Bucks J Müller
25 September	Daryll Webb	B Ayres G Salmon	Chris Blackney	Leisha Orpwood	Chris Paulin	Sarah Perrin P Winstanley			David Buck		Trethowans A Whytcross

Information about each ministry

Bible Reading

The readings are listed in the news sheet. The first named person should read the first reading listed. Prepare ahead by praying and reading aloud to practice the different characters or narrators voices. *Please do not add any commentary at the start or end of the reading.*

At the end of the reading say "this is the word of the Lord" and the reply is "thanks be to God"

Leading Prayer during the service

The Prayer Leader prepares approximately 5-7 minutes of intercessory prayer to share through the service. Contact the Church office for prayer requests.

Prayer Ministry

Two people pray for the Holy Spirit to guide their prayers, before commencing to pray for those who seek individual prayer on non-communion Sundays, after the service.

Computer

Operate overhead data computer during service. Duties include checking order of service, and songs in Easy Worship software before service. Training available. Arrive by 9.30.

Sound Control at Audio Visual Desk

Control sound levels during service. Duties include arriving at 9:15, setting up microphones and setting sound level during music practice. Full training is available.

Communion preparation and clean up

Arrive at 9.30 am and set up for communion and then clean up after the service. When using the new long trays, for convenience with serving communion it is preferred that wine be on one side and grape juice on the other.

Serving Communion

Prayerfully assist with serving communion wine/fruit juice to communicants. This involves following the Vicar as he gives the bread, and saying "the blood of Christ, shed for you".

Welcoming

Before the service: Tidy the church/foyer as necessary. Turn heater or foyer fans on/off if necessary. Greet attendees and hand out news sheet. Be aware of visitors and offer them a visitor's card.

During the service: Stay at doors until 10:15am. Count attendees. On Communion Sundays, count communicants and direct them to the front in order. Take up offering (when permitted). Ensure TV is operating in the Parents Room (it show words from the main screen in the church).

After the service: Enter attendance, communicants and other details in service record book. When collection of offering resumed, place contents of plate in calico offering bags and put these bags in the office safe via slot in wall in the foyer.

(Service book & money bags are located in a plastic box under the communion table).

Turn off heaters/fans and lights and tidy up church as applicable.

Morning Tea

Arrive at 9.30am before the service to prepare coffee machine, cups, biscuits etc. A few minutes before the end of the service finish preparations. Serve morning tea, then clean up when finished.

To assist you, instructions on how to operate all equipment are in a folder in the kitchen.