



CHRIST the REDEEMER anglican church

16613 bell road, surrey bc v3s 1h7
www.ccrchurch.com

Parish Tasks and Ministries (Spring 2016)

Task	Time Commitment	Appointment	Report to	Criminal Record Check
Worship: (training offered with all worship ministries)				
Volunteer scheduler	1 hour per month average	Volunteer	Priest	not required
Lesson Reader	1 Sunday every 2 months average	Volunteer	Priest	not required
Sidesperson / Greeter	1 Sunday per month	Volunteer	Priest	not required
Server	1 Sunday per month average	Volunteer	Priest	not required
Intercessor	every third Sunday average	Volunteer	Priest	not required
Communion Administration	appx once every eight weeks	Appointed by priest and vestry	Priest	not required
Altar Guild	once per month average (set up pre-Sunday, cleanup post service)	Volunteer	Alter Guild Chair	not required
Music	to be determined with musician	Volunteer	Music Director	not required

Administration

Warden	plenty!!!	1 elected by Vestry	Bishop	required
		1 appointed by Priest	Bishop	required
Treasurer	appx 2 hours per week	Appointment	Wardens	required
Parish Council / Representatives to Synod	1 meeting per month + assignments as necessary attend annual synod	Elected by Vestry	the Vestry	not required
Envelope Secretary	1 hour per week	Appointed by Wardens	Wardens	required
Office Volunteer(s) • filing • bulletin folding • music license • etc	3 hours, once every two weeks	Volunteer	Parish Administrator	not required
Offering Counter	once per month following service	Volunteer	Counters Coordinator	not required
Communications • website • e-blast	once per week, appx. 1 hour	Volunteer	Parish Administrator	required
Christ Church Cemetery Board	two meetings annually plus assigned duties	Appointment	Chair of Board	not required
Sexton of CCC	administration of cemetery	Appointment	Board	required

Programs

Church School leader	once per month	Volunteer	People's Warden	required
Pastoral Visitors	as required	Appointed by Priest	Priest	required
Ladies Guild Leader	meets monthly	selected by group	People's Warden	not required
Men's Club Leader	meets monthly	selected by group	People's Warden	not required
Christmas Hampers	seasonal	Volunteer	People's Warden	not required

Hospitality

Sunday Coffee Hour	once per month (pre-service set-up, cleanup post service)	Volunteer	Coffee Coordinator	not required
Special events	as needed	Volunteer	People's Warden	not required

Building Management

Verger (for wedding / funeral / special event)	as needed	Priest appointed	Priest	not required
Building Management Coordinator (as needed)		Volunteer	Wardens	required
Minor Building Repair:	as needed , appx. 2 hours per month	Volunteers	Building Man. Coord.	not required
• electrical	“			
• plumbing	“			
• carpentry	“			
• painting	“			
• general	“			
Fire Marshall (maintain fire log book, schedule service etc)	1 hour per month	Volunteer	Parish Administrator	not required
Cleaning (seasonal and extra cleaning)	as needed	Volunteer	People’s Warden	not required
Christ Church	average once per month, 2 hours	Volunteer	People’s Warden	not required
Christ Church Cemetery	2 annual cleaning bees	Volunteer	Sexton of CC	not required
Gardening / Landscaping				
• gardens	once per week in season	Volunteer	People’s Warden	not required
• flower boxes	???	Volunteer	People’s warden	
• general (blackberry bush control etc)	seasonal work parties	Volunteer		