

# We Count Ourselves In



We each play our part in the life of  
the church, serving others with what  
we have



The  
Branch



Community  
Church



# We Count Ourselves In

We recognise that building community requires everyone getting involved and playing their part. We therefore use our time, talents and resources to serve one another in the church family and in our local communities.

We do this, in various ways, with commitment, sacrifice, integrity and healthy boundaries. We recognise that serving others is an essential value within God's kingdom and so we make it a priority in our life together.

We celebrate, encourage and empower one another in our diverse gifts and callings, in the church family, in our community and in our everyday worlds.

Inside this booklet you will find several volunteer roles that are needed for us to do everything that we believe God is calling us to.

Please take a look and consider what it means for you to Count Yourself In. Then go to the link at the back of the booklet or contact the office on [office@cchud.co.uk](mailto:office@cchud.co.uk) or 01484 551551

Consider. Am I Informed? How Can I be Invested? Can I Get Involved?

## SUNDAY MORNINGS

We hold high value for our Sunday morning gatherings. They are a chance for all the church to come together, worship and hear God's word. They are times where all ages are commissioned to take God's Kingdom into all the earth.

But our gatherings don't just happen and behind the scenes there are many teams working to make sure you have somewhere to sit, can hear what's going on, that your kids are looked out for, and you have a refreshing beverage to chat to other members of the church family over.

Here are many of the different ways you can be involved in serving on a team.

Roles with a \* require you to complete our Safer Recruitment Application process including a DBS check.

	<b>Description</b>	<b>Commitment and Tasks</b>
Stewards	This is so much more about people than it is about chairs. Setting the room up is just part of the morning. Stewards are the front-line team for people entering the building. A smile, a warm welcome and taking care of the practical needs of people whilst they are at Jubilee Centre. If you love helping people, this is the team for you.	1 week in 4. Arriving at 9:30 to set the room up. Helping people to navigate the building and get seated. Keeping a look out that all is well both inside and outside the main hall. Ensuring children get to the right groups. Facilitating the offering and any ministry. Clearing

		and re-setting the room after the meeting.
Tea and Coffee	<p>People love a good cup of tea or coffee served with a smile. This is a great way to get to know lots of people. This team spreads the post-meeting love by providing refreshments. If you love providing for people and serving people this is the team for you.</p>	<p>1 week in 4 and once every couple of months for mid-week. Arriving at 10:00am to set up the kitchen, brew the coffee and get everything ready to go as the meeting bit of the morning ends. Serving drinks from the kitchen hatch, collecting cups, getting everything through the dishwasher and clearing up the kitchen.</p>
Tech Team	<p>You won't know this team are there until something goes wrong. This is the team that makes the morning seamless. From great sounding spoken word to amplified music that hits the sweet spot of not too loud but always clear, and words that magically appear on the screen just when you need them. If you love making things happen this is the team for you.</p>	<p>1 week in 4 and the occasional mid-week meeting of event. You will need to arrive by 9:15 for a 9:30 sound check.</p>

Worship Team	Worship is one of the places where we encounter God. This team is for those who are themselves worshippers. In particular if you play an instrument and would love to use it to take people higher and deeper in worship then this could be the place to start.	1 or possibly 2 weeks in 4. You will need to arrive ready to sound check at 9:30am. There will also be a once-a-month rehearsal and once a month with the Worship Team at The Well.
Pre-school kids and babies*	If you like having fun and are up for thought-provoking but sometimes random conversations, then you will love hanging out with our pre-schoolers. You get to play, tell stories, and do crafts. All whilst introducing them to Jesus, the Bible and prayer.	1 week in 4 arriving early enough to set up your room by 10:30. Preparing a story and a craft or some colouring on the current theme. Guidance notes and suggestions are provided for the toddlers. Providing lots of cuddles for the babies.
School Kids *	A chance to influence young minds and tender hearts. Our school aged kids are full of life. They love games, activities and asking questions. If you want to shape a generation start here.	1 week in 4 arriving early enough to set up your room by 10:30. Preparing activities, games, discussion on the current theme. Guidance notes and suggestions are provided.

Youth *	This is where the fun starts. Young people who like to enquire, who are exploring their faith and who have their own opinions. They love to eat pizza; ask questions and they are up for a discussion. If you like keeping up with popular culture both Christian and secular, then this is the team for you.	1 week in 4 arriving early enough to set up your room by 10:30. Preparing activities, games, discussion on the current theme. Guidance notes and suggestions are provided.
Counting	Who doesn't want to make sure our money is responsibly accounted for? If you like to be useful and exacting whilst hiding in a back office, then this is your team.	1 week in 4. Working with another person, counting and documenting the money that has been given. Storing it securely.
Welcome Team	We are all about the visitors. This team could make or break someone's decision to return (no pressure 😊). If you love meeting new people, giving someone a warm and open welcome, getting to know a bit about them and remembering their name then get yourself on to this team.	1 week in 4. Arrival by 10:00 to be an additional help to the stewards at the front door or in the hall. Be available at the Visitor Table after the meeting. Clocking who is new and going to speak to them. Getting people's contact details if appropriate. Helping them to engage with the life of the church.

Reception Desk	This team is about making people's lives easier. This team is the one stop shop for all those little things that people wish they knew. Often, it's about signposting to others or taking someone's details and passing them on. If you like finding stuff out, and connecting people, start here.	1 week in 4. Being at the reception desk after the meeting. Being familiar with the contents of the family news so that you know what is happening when. Being familiar with the contents of the mid-week newsletter so that you can answer questions. Knowing where information is that you can signpost people to. Distributing internal mail.
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## JUBILEE CENTRE DURING THE WEEK

Jubilee Centre is our home.

Once an empty warehouse, it is now a bustling hive of activity where people find love, hope and acceptance through the many things that take place.

We have a wonderful team of volunteers from inside and outside the church who work alongside our staff members. From looking after the building itself to making tea for a mum who is trying to deal with her triplets, these volunteers are the oil that keep the cogs moving!

All these roles take place during the week at some point between the hours of 9am and 4pm.

	<b>Description</b>	<b>Commitment and Tasks</b>
Odd jobs	We love that Jubilee Centre is well used but there are parts of it that need a bit of on-going TLC. If you are practical and have an eye for detail, what could be better than keeping such a well-used and well-loved facility in good working order? It's a great way of serving a lot of people. If you don't mind going up ladders or repairing random toys and pieces of furniture, then this odd job position could be the place for you.	Hours to suit. Making regular checks on the fabric and fittings of Jubilee Centre. Checking the fault log to see what needs doing. Repairing things, fixing toys, changing light bulbs, changing ceiling tiles and replacing dislodged light fixtures. Providing maintenance to keep things running well before they fall into disrepair.

<p>Receptionist/ Telephonist</p>	<p>Do you love to be in the thick of things, answering the phone, letting people in the building, dealing with enquiries? The front desk is <b>the</b> place to be. It can be busy; it can be quiet. The tasks vary from making a cuppa, doing the laundry or being the face and voice of Jubilee Centre to those who call. If you love variety and a little bit of unpredictability, then this could be the place for you.</p>	<p>There are vacancies on a Monday and Thursdays 9:00am – 4:00pm or part thereof. Staffing reception, answering the phone, housekeeping, looking after visitors, setting up rooms and who knows what else.</p>
<p>Ad Hoc Helper</p>	<p>Sometimes we just need an extra pair of hands. It might be to put up Christmas decorations, set up a prayer room, stuff envelopes or guillotine flyers. If you like making a difference but can't commit to a regular team, this one maybe for you.</p>	<p>When needed. The tasks vary greatly.</p>
<p>Welcomer at Melody Makers</p>	<p>People to welcome parents into the session and during the session. Those who are especially aware of people on their own or those who may be anxious or need help, listening to their stories and giving them support.</p>	<p>Weekly during term time. Tuesdays and / or Thursday 9am until 12noon</p>
<p>Melody Makers craft room supervisor</p>	<p>Melody Makers is our popular parent and toddler group. You would be</p>	<p>Weekly during term time. Thursday 9am until 12noon</p>

	responsible for setting up the craft room (craft already prepared), hosting parents/carers and their children and assisting where necessary, clearing up at the end	
Foodshare team member	Foodshare is a 'saving food from going to landfill' project. You would be part of a team setting up for the session, hosting members who attend and clearing up at the end of the session	Weekly. Friday 11.30am until 3pm
Foodshare storage manager	Foodshare has a storage container outside the back of Jubilee Centre. You would be responsible for keeping the container organised (food types, dates etc)	Flexible to suit you for an hour or so each week.

## FROM THE COMFORT OF YOUR OWN HOME

Would you love to help out during the week but can't make it to Jubilee Centre during working hours? Well, here is some great news!

There are several roles that you can do (or at least reply to) while sat on your own sofa!

From being creative to emergency shopping here are some things to consider.

	<b>Description</b>	<b>Commitment and Tasks</b>
Media Team	<p>We serve a fantastic God in so many ways – but we need to make sure people know about them!</p> <p>This is where the media team comes into their own. From designing things, to taking photos, to putting items on social media.</p> <p>There is so much you can do as part of this team to get your creative juices flowing.</p>	<p>Flexible.</p> <p>Timescales to be agreed.</p> <p>Some parts of media (ie. photography) will need to take place at church gatherings / midweek groups.</p>
Proof Reading	<p>Do you enjoy reading and understand grammar? Maybe you can help us here.</p> <p>Sometimes we have large documents that need checking for spelling mistakes or, to ensure that the words actually make sense. Documents can range from the Family News through to our annual charity report.</p>	<p>Flexible. Someone will contact you when something is needs checking and if you can help a timescale will be agreed.</p>

<p>Loving Our Neighbours Team Member</p>	<p>We have a large team of community volunteers, who are all connected in a WhatsApp group 'loving our neighbours'. When we get requests for practical help out in the community (e.g. emergency food shops, prescription collections, garden/house cleans, clothes/furniture deliveries), we pop it in the WhatsApp group, and if you can help you reply, and if you can't, you just ignore it</p>	<p>Flexible to suit you</p>
<p>Phoning Potential Guests for Christmas Day</p>	<p>Our Christmas Day meal is amazing and we want to make sure no one misses out! We need people to call up those who came last year to see if they want to come this.</p>	<p>Flexible to suit you</p>
<p>Care calls</p>	<p>We believe in looking after the whole person and not just giving handouts. That's why having people to make follow up phone calls is so important. Calling those who have received practical help to check how they are doing, if they need any further help or connecting into social groupings and to receive any feedback.</p>	<p>Flexible to suit you</p>

To sign up for any teams or roles located in this booklet go to:

<https://cchud.co.uk/CountOurselvesIn/>

or scan the QR code below:



You can also call the office on 01484 551551

Once you have signed up someone will be in touch with you to have a conversation about what the next steps are.

Thank you!

## SOMETHING A BIT EXTRA

Every so often a role comes up that needs a bit more thought or resource below are just two examples. For these roles please contact the church office on [office@cchud.co.uk](mailto:office@cchud.co.uk) or 01484 551551

	<b>Description</b>	<b>Commitment and Tasks</b>
Trustees	Charity trustees are the people who share ultimate legal responsibility for governing a charity and directing how it is managed and run.	Our trustees each take responsibility for a particular area of the charity for example health and Safety, Safeguarding, Employment Matters etc.. They are responsible approving budgets and making decisions on some of the big things involved in running a charity.
Family Hub Leaders	Our Family Hubs are a much-loved part of church life. Our hub leaders are hosts and facilitators.	Hub leaders often host from their own homes but are also happy to meet elsewhere. They often facilitate the discussion of pre-prepared notes on the current topic but are also happy to delegate. They are the anchor for the group.

