

***Some of these roles carry a maximum length of service but none a minimum - all can be adopted, and relinquished, at any time. If you feel drawn to take something up but are unsure whether it is truly for you or that you will be able to make the time commitment to it going forward, why not give it a go, knowing that you can lay it down at any time without difficulty? Why not try something out – even (or perhaps especially) the leadership roles - for, say, a year and see if you find it life-giving and workable as part of your busy life?***

### **CHURCH WARDEN**

A major leadership role, carrying legal responsibilities for the upkeep and fabric of the church and other governance areas of church life, as well as being a supporter (but also critical friend) of the Vicar in the day to day running of the church. A role with a significant commitment of time and energy but also of immense rewards, influencing decision making at the highest level and shaping the life of the church. You will be a Deputy Chair of the DCC, and a member of PCC and PCC Steering Committee. Do talk to Daphne, retiring Church Warden, for further details.

### **DEPUTY CHURCH WARDEN**

A significant and broad-ranging leadership role which may be a role in its own right or a stepping stone to being a future Church Warden. With the Vicar and Church Wardens, they are part of the DCC Standing Committee, which actions some of the day to day work on behalf of, and with the agreement of, the DCC. Do talk to Daphne for further details.

### **DCC SECRETARY**

Daphne has kindly agreed to fulfil the role of Minutes Secretary once she steps down as Church Warden but there are other responsibilities connected with the role of DCC Secretary which will remain an opportunity for someone who is orderly and likes administrative work. Plus the very attractive prospect of not having to write the minutes! Do talk to Daphne for further details.

### **DCC MEMBERS (2 vacancies)**

The DCC is the decision making and governance body of the church and the legal responsibilities of being a DCC Member are the same as being a Trustee of a charity. All major and strategic decisions are either directly made or ratified by DCC. With evening meetings every other month (i.e. 5 or 6 meetings a year) the time commitment isn't onerous although, as the leadership group within the church, the hope would be for all members of DCC to be involved in other areas of church life and for that involvement to

inform the debate and business of DCC meetings so that, together, we are indeed the “body of Christ”. Do talk to Daphne, John or Sharon for further details.

### **DEANERY SYNOD REPRESENTATIVE (1 vacancy)**

Along with the vicar, three members of St Michael’s represent our church at Amersham Deanery Synod which has four evening meetings a year held at a local church. This is a good opportunity to engage with issues which affect the church at Diocesan and Deanery, as well as Parish levels, as communication is both “up” and “down”. In addition, engaging speakers are usually a feature of these evenings as well as providing an opportunity to share with colleagues from neighbouring churches. Deanery Synod Representatives are automatically eligible to sit on DCC, although it is not an expectation that all three representatives will attend all DCC meetings (unless they want to!). Do talk to Chris Cook or Frances Hall for further details.

### **HON TREASURER**

With Zoe Lawrence, Office Manager, fulfilling the book-keeping role and Geoff Naylor, Assistant Hon Treasurer, checking entries and producing regular management accounts, the Treasurer role here at St Michael’s is largely a question of “sense checking” the data, asking (and answering) questions of DCC and the church as a whole, and guiding the DCC on strategic direction and decision making. They would also produce an annual budget (already set and agreed by DCC for 2020). Attending and presenting regular financial reports to DCC and the Annual Church Meeting would be part of this role. Do talk to Daphne, John or Sharon for further details.

### **HEAD OF BUILDINGS AND FABRIC**

St Michael’s is blessed with people who are practical and skilled in generally “fixing things” so the requirement here is one of oversight and of being a link into DCC to ensure good communications and, together with the Church Wardens, of ensuring balances and checks for the fulfilment of legal requirements, e.g. obtaining Faculties and overseeing the priorities listed within Quinquennial reports (next Inspection due June 2020). Do talk to Daphne, John or Sharon for further details.

### **LEADER FOR BULRUSHES**

Bulrushes is St Michael’s toddler group and it meets on Friday mornings in term time. There is an extensive and faithful group who produce refreshments, and at the moment just one volunteer who sets up for the group and another who clears away. There is need for a leader who delights in small children and in engaging with their parents/grandparents or carers, who can be present throughout the session and steer it gently from free play, to

refreshments, to closing with singing. Going forward Sharon (who pops in most weeks) would like to be able to introduce some Christian songs, a simple prayer to finish, and, as appropriate, to sensitively broach other aspects of church life, e.g. baptism and Early Birds. Like all church toddler groups in Beaconsfield, Bulrushes is thriving. Do talk to Zoe Cook, Xandie or Sharon for further details.

### **MINISTRY OF WELCOME** (say 4-6 people)

The formation of a small group who, with Sharon, have the heart, enthusiasm and time to work together on a short to medium term project to envision the many different ways St Michael's can be (and is) a place of welcome to all, but especially to those who do not currently worship with us. A variety of skills will come together in this group – some will be creative/artistic, some organisational/administrative, some technological. Areas to be explored will include an overhaul of our publicity material; review of our use of space – inside and outside the church; looking at how we use our website and social media; seeking to deepen spirituality and discipleship, principally through resources “signposting”; and use of the church by the wider community. In essence, this work is about bridge building – between the “inner community” and the “wider community” so that boundaries are blurred and we can both demonstrate our church's relevance to those who have yet to know God and deepen our own journeys.

For those of us who might ask why are we starting with this and not prioritising building the church numerically it could be said that before we can attract people in we have to be able to demonstrate – visually in and around our building and through our worship – who we are, what we believe, and that we genuinely welcome engagement with all on a journey, because this work is about building the Kingdom in the widest possible sense. Do talk to Sharon for further details.

### **BEACONSFIELD ADVISORY COUNCIL**

This Churches Together activity, which functions like a Citizens Advice Bureau, requires St Michael's representation either on its Management Committee, or as an Adviser in its Old town premises, or as a provider of transport. Do talk to Sharon or to Sylvia Jones at St Mary's for further details.

### **TEAM MARRIAGE PREPARATION**

Done well, marriage preparation is a time consuming task for any Vicar or Rector and this superb lay team relieve them of that task and into the bargain offer professionally-led, fun and insightful Saturdays (2 or 3 a year) when couples getting married during the year at St Mary's, St Michaels or St Thomas's can find out about the big day and, more importantly, about themselves and each other. There is a vacancy for a St Michael's person who enjoys presenting “out front”, is interested in people and has a pastoral heart to join the team. Do talk to Lorraine Johnson for further details.

## **ANNUAL HEALTH AND SAFETY AUDIT**

This is an annual inspection, a “tick list” of items to be checked, which would suit someone who likes orderly, one-off administrative jobs. It is undertaken with one of the Church Wardens and takes around 2 hours to complete. Do talk to Peter Simmonds or Daphne for further details.

## **SACRISTAN**

This is “church-speak” for the person who quietly does a multitude of tasks which mean that our worship runs smoothly at all times and who helps the Vicar by setting up, tidying up, and making sure we don’t run out of everything from candles to service sheets. It’s a role which takes us to the heart of our worship and will suit someone who is methodical but finds in these tasks a spiritual richness and satisfaction. Do speak to Peter for further details.

## **AV / SOUND DESK**

Peter and Serkan have held some “teach-in” sessions on use of the AV/Sound Desk and several people have already shown interest. However, the more who are involved the lighter the load and it is both an opportunity to learn new skills and to engage creatively with our worship. Do talk to Peter or Serkan for further details.