

Living and Giving

We are celebrating all the different people who do so much to help the whole church be of service to our community.

Here are just some of the people with different roles – there are lots of others too!

Perhaps you are interested in one of these role descriptions?

Please ask and find out more.

Is there something new you would like to have a go at?



Oakwood Church

A Methodist-Anglican Partnership



Helping at Friday Nite Live

Friday Nite Live is an open club for children in school years 4, 5 and 6 (8-11year olds) which provides a safe space for children to play and socialise together. It has been running weekly in term times since September 2013.

Already on the team...

Sue Stebbing

"It's good for the children to have social time together. They really want to go along, so it's good to be able to help keep the club going."



Role Description

- From 17.30 – Arrive early, to help set up the room.
- 18.00-19.00 – Supervise and engage with the children as they enjoy activities and spend time together.
- Prepare snacks and drinks.
- 19.00-19.15 – join in with the final gathering and games together, or tidy up the room.
- The club operates a rota of helpers – discuss with the other helpers how often you can be on the rota.



Bake Cakes for church events

There are lots of events run by different teams and groups which ask people to bake. There are lots of people who do this occasionally, known to one or other organising team – we would love to have a larger list of people to contact.

Already on the team...

Sarah Cohan

"I enjoy baking and it makes me happy that other people enjoy it too! I've often cooked for the Autumn Fayre, for the toddlers groups and for school services."



Role Description

- Join our list our bakers so that people organising events are able to contact you.
- Bake and deliver cakes or biscuits in time for the event. Sometimes they are delivered to church, other times to the organisers.



Edit our church magazine, *The Broadcast*

The Broadcast is published ten times each year and distributed widely through the church's networks, as well as being available online.

Already on the team...

Pete Oldfield

"I do like to feel I can contribute in doing something towards the running of the church - however small - and this job suits my skills. I'm a big believer in a lot of people helping a bit being much better than a few doing lots."



Role Description

Negotiate with the existing team how your skills can best fit in. Tasks include:

- Commissioning and receiving articles
- Typing up articles, formatting the magazine pages
- Maintaining regular pages – service times, contact information, adverts



Help run our facebook page

The church facebook page is active most weeks publicising and reporting on events and issues of interest. A team of people look after the page.

Already on the team...

Sarah Cole

"Being involved with the Facebook page helps me keep in touch church life, events, people and, of course, God!"



Role Description

- Have skills as an expert Facebook user!
- Work with the other page managers to maintain the page
- Take regular responsibility for adding items to the page about particular aspects of church life, e.g. Messy Church, main services, other events.



Join the Grass Cutting rota

We are proud of our well kept grounds – and it's all thanks to a large team of people who mow the lawn and others who look after the beds.

Already on the team...

Alasdair Fraser

"Cutting the grass around the Church on the rota once a year is a small job but makes the grounds look welcoming to all, especially visitors. It is also satisfying to be part of a group with this shared responsibility."



Role Description

- The weekly rota covers all the spring / summer months, each person on the rota cuts the grass outside Oakwood Church in their allotted week, once a year.
- The keys to the outdoor storage cupboard at Church are passed on amongst the rota.
- Full instructions are made available to work the petrol mower and dispose of the cuttings in the brown bin.



Organising adverts in *The Broadcast*

Our monthly magazine *The Broadcast* offers advertising space to local businesses for a monthly rate. We currently have 25 advertisers in the magazine.

Already on the team...

Sharon Ness

"It's a good role to have in Church, as it raises revenue for Church and it benefits the local businesses that advertise with us, so it's win win!"



Role Description

- Contact advertisers annually
- Make any changes to adverts
- Liaise with other members of church
- Send out invoices
- Keep a check that the invoices have been paid
- Take calls from any new advertisers



Reading from the Bible in Church

There is a list of people who are willing to read from the Bible in Sunday services.

Already on the team...

Roger Shaw

"It is a privilege to present the Bible readings to the congregations of friends, hopefully to inspire them in the expression, and occasionally to indicate the context where the extract may be short or less familiar."



Role Description

- Be willing to have your name on the reading list
- Receive the request to read by phone or email usually on the Thursday or Friday
- Practice the reading in advance
- Arrive at church early to liaise with the person(s) leading the service
- Read clearly and loudly from the Pulpit



Helping at Messy Church

Messy Church meets monthly on Saturday afternoons, from 4.00 - 5.30pm, usually with 50+ people. A large team of people help to get it ready and lead things during the session. We meet once every two Messy Churches to plan ahead, usually on a Monday evening, 8.00 – 9.00pm.

Already on the team...

Charlotte & Paul Spencer

"Messy Church is lots of fun, and playtime for all ages. It's the coolest way to learn about the Bible - It's AWESOME!!"



Role Description

- Receive email notes from the planning meeting asking for volunteers to prepare activities... and then, volunteer if you can.
- Arrive early to set up, clear up at the end.
- Help look after the session, talking with children and adults.
- Have ideas, contribute to future plans, be creative!



Helping with Guiding

We sponsor a number of different Guiding units – which include Rainbows, Brownies and Guides.

Already on the team...

Carol Massey

"Over the years I have had the pleasure to see so many girls grow into young women, who have gone to university/college and some now even have families of their own. By volunteering, you can help create amazing opportunities and friendships for lots of girls, and indeed for yourself. The Guides certainly keep you young at heart and always make you smile."



Role Description

- Programme planning and preparation
- Weekly meetings during term time
- Work as part of a team
- Teach the girls new skills
- Keeping parents up to date about events/activities
- Attending District meetings, 3-4 per year
 - Encourage Church Parade attendance



Helping with Junior Church

Junior Church meets during every Sunday, except for Parade Services.

Already on the team...

Janet Laphorne

"I thoroughly enjoy working in junior church with the children of our church family. I particularly love the children's questions, enthusiasm and their eagerness to show the congregation what they have been doing."



Role Description

- Arrive 20 minutes before the service, to set up.
- Lead the group with a story, prayer and a suitable craft activity or game. (Resources are all available)
- Tidy away after the service.
- Attend three informal, friendly junior church meetings per year.



Helping serve Coffee after Church services

Already on the team...

Wendy Mitchell

"I have been involved on the after service coffee team for a number of years now and it is a really good way to meet and greet people after the service and a way of keeping up-to-date with hwat is happening in the church life in geenral."



Role Description

- Arriving half an hour before the service to put on the boiler and dishwasher, plate up biscuits, make jugs of juice and set up trays of mugs.
- Serve coffee, juice, drinks
- Clear away and washing up (using the dishwasher!)
- Ensure the kitchen is left clean and tidy



Set up the tables for Coffee on Sunday mornings

Already on the team...

Graham Cooper

"It's not a difficult job – you just need to arrive 15 minutes before the service and stay after coffee to tidy up. I like to do it because it helps people socialise after the service."



Role Description

- Arrive early and put up 4 large tables and put 6 chairs round each table.
- After coffee, put the tables and chairs away and vacuum
- Be on a rota and do the tables every 6-8 weeks



Give people lifts to Luncheon Club

Every Thursday the church runs a Luncheon Club which is part funded by the Council. Members are picked up by volunteers.

Already on the team...

Leanora Rankine

"It has been a pleasure to get to know the ladies and gentlemen I have given lifts to over the years. I know how much they value being able to go to Luncheon Club, especially as mobility problems can make getting out and about difficult.



There is a lovely feeling of support and friendship at Luncheon Club which is very much appreciated by those who attend."

Role Description

- pick up members from home to arrive at church by midday.
- pick up members from church at 1.15pm and take them home.
- be regularly available on a Thursday lunchtime to fulfil this role.



Helping to run the Luncheon Club

Every Thursday the church runs a Luncheon Club which is part funded by the Council. Food is delivered to church and served by volunteers.

Already on the team...

John Stafford

"The friendship at Luncheon Club is a great illustration of what the Methodist term 'fellowship' truly means."



Role Description

- Arrive from 10.30 to help set up.
- General kitchen duties such as serving and washing up.
- Assist in clearing away at the end.
- Give as regular a commitment as you can.



Provide Music for our services

Already on the team...

Susan Howdle

"Music is a really important part of worship for so many people. I look forward to each service with anticipation. Will the choice of hymns and songs include any of my favourites? Are we going to learn something new to sing? (Occasionally!) do we have to sing that yet again? What other music shall I play to enhance the worship (or is anybody listening anyway)?!"



The important thing is that worship must always be at the centre of the church's life, and so it's a privilege to support those leading worship."

Role Description

1. Organist/Pianist...

- accompany the congregation with notice given of the hymns to be played.
- be available for the rota, mostly on Sundays but also other special services in the church year.

2. Play in a church music group...

- offer your talents, either singing or playing
- Practices are organised according to requests to accompany various services throughout the year.



Design and edit our Website

I designed www.oakwoodchurch.info (my first website) relying on the common sense, judgement and information provided by Linda Holden, Lynda Pickersgill and Sharon Donaldson. The site 'went live' in late 2013 and continues to expand and enrich week by week.

Already on the team...

David Donaldson

"I thoroughly enjoy trying to create something quite unlike any other website I have encountered. We want every page to be concise and uncluttered but information rich, owned by somebody and easy to maintain. The site has to be colourfully attractive, intuitive to navigate and use relatively large text – so that it can be enjoyed on any device by almost anyone, regardless of age or ability. Simplest is bestest."



Role Description

- Encourage everyone who organises church activities to use the website to maximise their reach.
- Find innovative ways to encourage footfall on the website, bringing all we offer at Oakwood Church to the notice of the widest possible audience.
- Create, monitor and update some pages using Serif WebPlus X6. (Rapidly changing pages are directly updated by their owners using Simple Booklet)



Help to lead S.Y.N.C.

Every Sunday evening in term times, 8.00 – 9.00pm, the church has a group for young people in school years 7-13, called S.Y.N.C. (Sunday Youth Need Christ/Crisps/Chocolate). We usually meet at the manse or the church and have a varied programme.

Already on the team...

Graham Dawson

"Love working with young people - they say it keeps yourself young."



Role Description

- Be available most Sundays, though a rota would be possible if the team was larger.
- Arrive early to prepare the session.
- Share in talking about faith and life with the young people.
- Help plan the programme



Help to lead Parenting Groups

Oakwood Church runs a variety of parenting groups using resources from the charity *Care for the Family*, and in partnership with *Roundhay St John's C.E. Primary School*. The third course is this term, with more planned for next year.

Already on the team...

Jill Fraser

"I have really enjoyed helping to lead the parenting groups at church. It has been lovely meeting new people, sharing information, and discussing the joys and challenges of parenting."



Role Description

- Have some relevant experience in parenting issues and facilitating group work.
- Work with another volunteer to facilitate the course.
- Also plan and evaluate the course.
- Be prepared to attend training as necessary.

Some daytime courses have included a crèche – volunteers are needed to run this again for next year.



Help to arrange Room Bookings

Our building is very well used by all sorts of different church and community groups. There are many aspects to organising this smoothly. Regular users have a key but there are many casual bookings, especially at weekends – which are when we most need help.

Already on the team...

Linda Holden

"I've been the church booking secretary for about five years now, it's a rather busy building with activities every day of the week and I get to meet lots of lovely people."



Role Description

- Unlock the building and cleaning cupboard.
- Familiarise the users with the building, toilets, kitchen, cleaning cupboard etc and ask that they leave the room as they found it.
- Return at an agreed time, check the premises and lock up again.



Help maintaining our building and grounds

We have a team of people who do numerous kinds of practical maintenance work around the building and grounds, all of which keeps the premises in great shape. The Church Council appoints a *Resources Team* which oversees all this work.

Already on the team...

Don Banham

"I like doing bits and pieces and helping people out. It keeps me active!"



Role Description

- Make your skills and availability known to the team – there's a wide range of skills that would be useful.
- Work with the Resources Team to agree what needs doing and how.
- Get on with the job!