

Role Outline: Church Steward at BRMC

Church Stewards are corporately responsible along with the presbyter in pastoral charge for giving leadership and help over the whole range of the Church's life and activity.

It is a rewarding role of leadership in the church, enabling its ongoing worship and ministry through use of your own gifts and skills, and by empowering others.

Main Tasks:

- attend and contribute to Church Council meetings and uphold and act upon its decisions and policies, including safeguarding policies.
- Attend and contribute to stewards meetings
- As part of the stewarding team ensure the following are undertaken, drawing in other members of the congregation with appropriate skills and gifts as appropriate:
 - all services and other engagements listed on the circuit plan take place.
 - church notices are prepared and disseminated.
 - oversee the collection and administration of all public collections.
 - oversee necessary arrangements for the sacrament of baptism.

Role Requirements

- Ability to commit to the role as described
- Be a Methodist member at Bognor Regis Methodist Church

As a steward you are expected to:

- complete designated safeguarding training within 6 months of taking up the post, and ensure it is renewed after 5 years.
- complete a DBS certificate because this role may involve some direct contact with children and young people, or with adults at risk of harm.
- undertake any other training as appropriate

As a steward you will be:

- Offered support, guidance and appropriate training
- Appointed for 12 months by the General Church Meeting (in accordance with CPD standing order 606 – 607).
- accountable to the General church meeting and the church council.

More information on a Methodist Church Steward online at <https://www.methodist.org.uk/for-churches/ministries/supervision/training-and-resources/a-guide-for-stewards/>

Safer Recruitment Statement

The Church takes the safety of everyone within the church very seriously and expects that everyone will work within the church safeguarding policy. This includes offering role outlines for all volunteer roles in the life of the church.

The Church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with their Minister (Rev Dan Balsdon, 01243 823895) or the church safeguarding officer (Padmini Ali-Ayube 07835 378154).

Nomination Form: Church Steward at BRMC

Name: _____

New Nomination Re-nomination (Steward since _____ (year))

Contact Details (Tel and/or Email)

Reason(s) for standing for the role of Church Steward:

Nominated by: *(1 member of Bognor Regis Methodist Church)*

Declaration:

I have read the role outline and in offering myself for nomination confirm my commitment to fulfilling this role.

Signature: _____

Please return form to Church Council Secretary, Anita Hayward by 1st September 2021

Email: anita.c.hayward@btinternet.com | Tel: 01243 826425
54 Mountbatten Court, Belmont Street, Bognor Regis, PO21 1JW