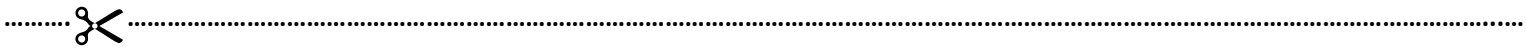




Eagle Ridge United Church
Casual Ministry

Sanctuary Set-Up		Number S001	Date Posted: Sept. 24/10
Category Sunday Job		Type Ongoing	
Description Before each service the Communion table and prayer tables need to be set up. The tablecloth, Bible, Christ candle, candle lighter, a lit tea light and the lanterns need to be set out on the Communion table. The wick on the candle lighter and lantern tea lights need to be checked and replaced as needed. The prayer tables need to be set out and any unusable tea lights replaced. Matches and a white candle are placed in a bowl of sand and set in the centre of the each table. After the service all supplies need to be returned to their storage areas.			
Importance	High		
Time estimated to complete job	15 minutes before the service and 5 minutes after		
Special skills required			
Special tools required	A key to the worship cupboard will be provided		
Budget	\$0		
Contact person	Anne Sanborg		
Additional Notes Anne will be responsible for purchasing supplies as needed.			



Casual Ministry Response Form

Fill out, detach this form and turn it in at the office, or put it in the offering plate. Take home the top portion for your information.

Sanctuary Set-Up		Number S001	Date Posted: Sept. 24/10
Category Sunday Job		Type Ongoing	

- I will do it! I need more information.

Name
Contact phone number(s)
Contact email