

Specific Areas	Contact	Description/further information
<b>GO MINISTRIES</b>		
Coffee Break Cafe	Ken Mackison	Cafe admin/finances/banking
<i>Note K&amp;F Mackison are stepping down from Cafe at end of May 2023</i>		Food ordering, food preparation (baking)
		Coffee Barista/coffee machine
		Serving/helping/welcoming/chatting at Cafe
Tots	Gillian Gamble	Another helper without kids to enable snack provision
		Story teller (for one-offs such as Easter/Christmas as well as during the term time)
<b>GROW MINISTRIES</b>		
SS Adventurers (3-4yrs)	Rachel Poole	Need a leader up to summer then 2 leaders post summer
SS Pioneers (p4-p7s)	Alan Wallace	1 leader required
Youth/YF	David Church	2-3 leaders (2 female, 1 male preferably) to come on board across the range of tasks in YF
Men's ReConnect	John Mowat	Help to organise, plan, promote, lead twice yearly event
Young Adults hosting	Rorie Watson	Opportunity to host/provide food/hospitality to young adults (in home/at church facility) at various times
<b>SUPPORT MINISTRIES</b>		
Welcome	Chris Mackison	People to welcome people at the front door. Need regular and those to be on reserve list to cover holidays/sickness etc.
Stewarding	Chris Mackison	People to steward people once inside. Need regular and those to be on reserve list to cover holidays/sickness etc.
Communion set-up/distribution	Ian Dawson	People to set-up and serve/distribute communion at morning and evening services as part of a rota
Sunday Tea&Coffee	Elaine Walker	Need 3 people now on weekly rotas. Training provided.
Catering specials events e.g funerals, baptisms	Fiona Mowat	Someone to take the lead in organising and people to help plan, shop, serve food for each event.
Resources Admin	Zach Watt	Administrative/organising/filing help for Resources team
Resources projects	Zach Watt	Various bespoke projects to be project managed/implemented
Resources ongoing maintenance - various	Zach Watt	Help plan, organise various regular maintenance, simple DIY tasks
Resources - Gardening	Zach Watt	To look after and develop the outside in terms of litter, planting and other gardening matters
First Aid	Zach Watt	To look after First Aid provision, including ensuring training etc is done
Health&Safety Officer (facilities)	Zach Watt	To be responsible to review/promote health and safety matters relating to GV policy
Fire Marshalls/fire safety responsibility	Zach Watt	Each ministry that uses GV facilities will require fire marshalls/those responsible for fire safety (training provided)
Technology infrastructure	Zach Watt	Project and ongoing work relating to technology/systems provision
Sound desk	Ramsay Maclennan	Males/females required to be trained to be help run the sound facilities for services
Safeguarding Officer	Andy Macdonald	To be responsible for safeguarding administration, training, awareness relating to GV Policy
Finance team	John Mowat	Help for bespoke projects/one-offs e.g. developing online giving provision
Communications	John Mowat	General help with communications (needs comms and technical experience)
Elder eNews	John Mowat	Help to facilitate creation of monthly eNews
Internal noticeboards/leaflets	John Mowat	Development of plan/approach and organising internal physical display of notices, leaflets, pamphlets, books etc.
Prayer emails	Sheila McAllister	Holiday cover required (technical competence required)
Music administration	Zach Watt	Administrative matters relating to music systems, video songs, CCLI etc.
Musicians/Singers	Sam Poole	Musicians and singers for regular Sundays and ad-hoc/special events
Service responsibilities	Colin Adams	Weekly information to all relating to responsibilities on Sunday /Thursday services
Office administration	Zach Watt	Dealing with physical and electronic mail, contact info, filing etc.
GV social media	Colin Adams	Creation of strategy and implementation of regular social media/digital communications
GV website content	Colin Adams	Creation of ad-hoc writing for website posts on range of topics, book reviews, video mini-talks etc.
Internal aesthetics/look &feel	Zach Watt	Development of plan, approach and implementation of internal decor/aesthetics of the Entrance Hall and other spaces
Library/Books	Kirsty McA/Colin A/Nigel K	To do book reviews to help recommend (could be spoken, written a a blog, article on website)
Cleaning help	Kirsty McAllister	Anyone to join pool of people for ad-hoc help with additional cleaning, holiday cover, special cleaning projects etc.

**NOTE THAT THIS IS LIKELY NOT EXHAUSTIVE. PLEASE SPEAK TO ZACH ABOUT ANY NEW/ADDITIONAL OR ANY UPDATES/CHANGES TO ABOVE**