

GEORGETOWN CRC - 2024 SERVICE SCHEDULE 2 - Rev3a

DATE	GROUP	ELDERS	FDE	DEACONS
01-Sep-24	A	* Erin Vandenberg g Will Nightingale e Bill Roest	1 2 3	5 * R.Siderius 1 2 A.Woudstra 2 x R.Siderius 1
08-Sep-24	B	e Daniel Roest * Irene Westerveld g Hank Visser	3 1 1	5 * K.Namink 1 2 S.Vandermeer 2 x T.Heming 2
15-Sep-24 Lord's Supper	C	e Irene Simpson * Bob DeVries g Paul Zomer	3 1 1	2 C.Adema 1 5 * T.Heming 2 x R.Siderius 1
22-Sep-24	D	* Erin Vandenberg g Aukje Dykstra e Irene Westerveld	3 1 3	5 * I.Hegi 1 2 M.Glockner 2 x K.Namink 1
29-Sep-24	A	e * Erin Vandenberg * Will Nightingale g Bill Roest	3 1 1	5 * R.Adema 1 2 A.Woudstra 2 x T.Heming 2
06-Oct-24	B	g Daniel Roest e Bob DeVries * Hank Visser	1 3 1	2 R.Siderius 1 5 * S.Vandermeer 2 x I.Hegi 1
13-Oct-24	C	g Irene Simpson e Tilly Zomer * Paul Zomer	1 3 1	5 * K.Namink 1 2 T.Heming 2 x R.Adema 1
20-Oct-24 Lord's Supper	D	e Erin Vandenberg * Aukje Dykstra g Bob DeVries	3 1 1	5 * C.Adema 1 2 M.Glockner 2 x S.Vandermeer 2
27-Oct-24	A	g Bob DeVries e Will Nightingale * Bill Roest	1 3 1	2 I.Hegi 1 5 * A.Woudstra 2 x K.Namink 1
03-Nov-24	B	* Daniel Roest g Irene Westerveld e Hank Visser	1 1 3	5 * R.Adema 1 2 S.Vandermeer 2 x C.Adema 1
10-Nov-24	C	* Irene Simpson g Tilly Zomer e Paul Zomer	1 1 3	5 * R.Siderius 1 2 T.Heming 2 x A.Woudstra 2
17-Nov-24 Lord's Supper	D	g Erin Vandenberg e Aukje Dykstra * Bob DeVries	1 3 1	2 K.Namink 1 5 * M.Glockner 2 x R.Adema 1
24-Nov-24	A	* Daniel Roest g Will Nightingale e Bill Roest	1 1 3	5 * C.Adema 1 2 A.Woudstra 2 x R.Siderius 1
01-Dec-24	B	e Daniel Roest * Irene Westerveld g Hank Visser	3 1 1	2 I.Hegi 1 5 * S.Vandermeer 2 x M.Glockner 2
08-Dec-24	C	e Irene Simpson * Tilly Zomer g Paul Zomer	3 1 1	2 R.Adema 1 5 * T.Heming 2 x C.Adema 1
15-Dec-24 Lord's Supper	D	* Erin Vandenberg g Aukje Dykstra e Bob DeVries	1 1 3	2 R.Siderius 1 5 * M.Glockner 2 x S.Vandermeer 2
22-Dec-24	A	e Irene Westerveld * Will Nightingale g Bill Roest	3 1 1	2 K.Namink 1 5 * A.Woudstra 2 x T.Heming 2

- * Indicates deacon or elder **IN CHARGE**
- e Indicates **ELEVATOR** elder.
- g Indicates **GREETING** elder.
- x Indicates extra deacon (for collecting only).
- Deacons and elders must find their own replacement if unable to attend.
There's no spare elder
- FDE Indicates **Fire Duty Exit**
(See Elder & Deacon Assignment Template)
- **While on duty the elders and deacons must occupy an aisle seat preferably near the back.**

The DEACON IN CHARGE shall:

- (1) Ensure collection positions are assigned

The ELDER IN CHARGE shall:

- (1) Be in the council room no later than **20** minutes before the service.
- (2) Open with prayer in the council room before each service.
- (3) Welcome the congregation and make the announcements.
- (4) Ensure there is an elder to greet at each aisle after the AM service.
- (5) Ensure those who are on fire duty know their responsibilities.
- (6) Ensure the proper paperwork is filled out for any guest pastor/speaker.
- (7) Ensure all lights are turned OFF & ALL interior doors are closed after each service.

The GREETING ELDER shall:

- (1) Be in the Fellowship Hall no later than **20** minutes before the service.
- (2) Greet people as they arrive.
- (3) Make every effort to greet visitors

The ELEVATOR ELDER shall:

- (1) Be at the lift (south door) no later than **20** minutes before the service.
- (2) Be responsible for greeting those entering through the south door.
- (3) Assist those needing help with the elevator.
- (4) Unlock 3 Lower-level stairwell doors

MISC notes:

- Elders on duty are expected to clean up after the Lord's Supper services.
- ALL deacons and elders are on duty at the installation of office bearers.

