

JOB DESCRIPTION - COMMUNION PREPARER

JOB/TASK: *Communion Preparer*

NUMBER OF PERSONS NEEDED: 2 per Sunday

TIME COMMITMENT/FREQUENCY: *1st Sunday each month, plus Special Services*

Served Communion: 1-½ hrs prep, ½ hr cleanup

Intinction: ½ hr prep, ½ hr cleanup

SUPERVISOR /CONTACT: *Communion Coordinator*

MINISTRY GROUP RESPONSIBLE: *Worship*

REFERENCES: (people who have done this job and would be willing to answer questions about it): *Pegge Baldauf, Ruth Riggins, Bettie McElroy*

1. Buy grapes for the children for the service. Requires one good-size bunch of seedless grapes, red or green. If you are preparing for second service, coordinate with first service preparer who may be willing to buy for both services.
2. Communion preparation is done in the corner room behind the sanctuary (opposite Bethany Room). Instructions available in room.
2. Set up communion table according to instructions.
3. For served communion fill 10 to 12 trays with grape juice and wine as per the instructions.