

St Peter's Wellesbourne

Role: Verger

Role Outline: To assist the Churchwardens in ensuring that the church and churchyard are prepared and open as required

Appointed by/Responsible to: PCC/ Churchwardens

Skills/Experience needed: This should be a lay person, preferably available locally most days during the working week. Physically fit and mobile, access to a car would be an advantage.

Main tasks:

The Verger will be responsible for:

- Assisting at wedding and funerals by preparing the church for the service, setting up the sound system, handing out service materials or supervising the ushers, tidying up in completion and counting the collection.
- Assisting with the interment of ashes by digging the hole and then refilling it after the service
- Assisting at Midweek services (4 school services per year, Ash Wednesday, Holy Week and Ascension Day).
- Locking the Church each evening (at times agreed with PCC).
- Unlocking the Church each morning (at times agreed with PCC).
- Supervising the use of the church for large groups such as U3A as agreed by PCC. In particular ensuring that organisers follow Health and Safety Guidance and respect the sanctity of the buildings.

Time Commitment:

The Vergers will need to:

- Attend the Church twice each weekday to lock and unlock.
- Attend on an ad-hoc basis to carry out other responsibilities listed above.

Additional Info:

A fee (currently £30) is paid for verging at weddings, funerals, interment of ashes and large events.

Review Date: January 2020