

Volunteering Role for Trinity Methodist Church

Position title: Property Steward

Main responsibilities:

- Be responsible for all things related to the building and grounds at Trinity
- Complete the Annual returns by 31st December
- Be responsible that all annual servicing is up to date
- Prepare reports for Church Council when required
- Chair property meetings appx 3 times a year

Time allowed each month to fulfil role:

3-4 hours per month depending on servicing etc

Main contact for support/training: Janet Wintle

Skills needed:

- Ideally you need to have some knowledge of property matters
- Able to lead a meeting

Enjoyable benefits: Its satisfying to see the church building in good condition. Good being part of a team