

LORD'S SUPPER PREPARATION TEAM ASSIGNMENTS 2011 – 2012

As a church we have agreed that the Lord's Supper shall be observed once each quarter, or at other such times as the church may determine.

Deacons are usually active participants in serving the Lord's Supper to the congregation and are responsible for preparation of the elements and set up for the worship service. We will have teams of deacons assigned to prepare the Lord's Supper and carry out the needed clean-up and return of the serving trays to the designated storage area.

| QUARTER | DEACON TEAM MEMBERS RESPONSIBLE |
|---|---|
| 3 rd , 2011 (GWC) | Lewis Barker, Ryan McReynolds |
| 3 rd , 2011 (HRC) | Jim Carson, Mike Capell, David Lovelace |
| 4 th , 2011 (Combined) | Greg Whitfield, Richard Eaton, (Another*) |
| 1 st , 2012 (GWC) | Joe Reedy, Tim Davenport |
| 1 st , 2012 (HRC) | Joe Sandidge, Ken Maiden, Jim Belcher |
| 2 nd , 2012 (Combined) | Matt Davison, Sterling Tilley, (Another*) |
| If the Third Quarter is scheduled before the end of August: | |
| 3 rd , 2012 (GWC) | Ryan McReynolds, Tim Davenport |
| 3 rd , 2012 (HRC) | Leonard Davis, Dale O'Dell, Jim Carson |

*The other deacons will be chosen later depending on which campus the service is held.

Each Team will be responsible for obtaining wafers and grape juice prior to the scheduled date of the Lord's Supper. Wafers are usually available for purchase at the Lifeway store in Kingsport.

When the Lord's Supper date is set (determined by the Ministerial Staff), the Pastor will notify the vice-Chairman of the Deacons and he will be responsible for contacting the designated team so that purchases can be made and preparations carried out. Preparation of the elements for the Lord's Supper is typically carried out in the Preschool kitchen (HRC) or the Fellowship kitchen (GWC). The wafers can be stored in the freezer of the refrigerator in the kitchen and the grape juice stored in the cooler section. The serving trays and cloths for covering the Lord's Supper table and the elements are stored in the cabinets in the kitchen.

When the date is known for the next Lord's Supper, it is a good idea to check the condition of the table cloths to make sure they are clean and ready to be used.

If you are not available on the Sunday of your assignment, then it will be your responsibility to obtain a substitute to help in your place.

The vice-Chairman of the Deacons will also notify all the other Deacons regarding the date and confirm their availability to serve the congregation on that date.