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| **Reader at the Eucharist****Role Profile** |  |

**Purpose of Role:** A voluntary role to read from the Bible at the Cathedral Eucharist and other special services

**Key Tasks:**

* Being on the rota for reading from the Bible at the Cathedral Eucharist on Sundays and other special services during the year, including Holy Week and Christmas.
* Providing information about availability for the rota (currently compiled every 4 months) and responding to reqeusts for additional reading duties as necessary.

**Person Specification**

**Attributes:**

* A clear and confident speaking voice
* Confidence in reading in public
* Appreciating and displaying dignity and reverence in worship
* Punctual, organised and prompt in responding to communications
* Comfortable with communication by email and completing online forms for availability

**Time Commitment:** Rota basis - The frequency of duties will depend on personal availabilty,

 available resources and liturgical requirements of the the pattern of worship at the Cathedral.

**Training:**

* Undertake mandatory Safeguarding - Basic Awareness Training
* Follow the Cathedral Health and Safefty Guidelines

**On behalf of Chapter:**

* Being a good ambassador, exhibiting behaviour and dignity appropriate to the nature and work of the Cathedral, thus maintaining an excellent reputation for the Cathedral
* Checking in and out with the Duty Vergers - recording personal hours of volunteering
* Reporting any serious issues, concerns, accidents and emergencies promptly to the Duty Verger
* Complying with, supporting and actively promoting Cathedral policies and practices at all times
* Attending such training and development opportunities as deemed necessary by Chapter to effectively fulfil the Reader's role and volunteer in compliance with Rochester Cathedral’s Health & Safety Policy at all times
* Complying with the Safeguarding guidelines and policy
* Meeting mutually agreed time commitments, giving reasonable notice of absence to the Canon Precentor so that alternative arrangements can be made
* Willing to propose ideas for improvement and be prepared to receive performance related feedback
* Wearing lanyard with an identity badge and a Cathedral Safeguarding card
* Dressing appropriately

**Key internal contacts:**

Volunteer Manager: Sandy Struben

Canon Precentor: Matthew Rushton

Head Verger: Colin Tolhurst

Dean's Verger: Joseph Miller

Duty Verger(s)

**Prepared by:**

Sandy Struben, Volunteer Manager and Matthew Rushton, Canon Precentor

**Authorised by:** Gordon Giles, Canon Chancellor (on behalf of Chapter)