

Cathedral Collection Count

Who: People who are trustworthy
People who are able to work calmly and methodically
People who enjoy problem solving
People with clear handwriting

What skills:

Basic numeracy skills
Good communication skills
To be practical and organised
Able to populate simple financial forms

Training: Orientation of financial forms, mentored sittings with existing counters.

Role: Collection counters are volunteers who assemble twice monthly on a Monday to count the Cathedral's collections. During Easter and Christmas the frequency is likely to be weekly. The counters open church envelopes and Gift Aid envelopes and ensure that the amount checked correlates with the amount given. They also count the collections, tally amounts and fill out the specific Cathedral financial forms. The money counted is logged and bagged up ready to be taken to the bank.

Time commitment: Typically 4 hours every other week, though this can be 5 hours every week during Easter and Christmas.

Contact Ian Macdonald at irmacdonald52@hotmail.co.uk