

QUINTESSENTIAL Officer

Quakers United in Nurturing Traditional Expression of Salient, Stylish, Essential and Thoughtful Ideas for Action and Learning

Purpose

To act as a link between Quinty and the officers.

Time commitment

Little in addition to being a member of Quinty and an Officer

QUINTESSENTIAL

Quakers United in Nurturing Traditional Expression of Salient, Stylish, Essential and Thoughtful Ideas for Action and Learning

3 years

Purpose

- To promote the Quaker business method within Young Friends General Meeting and its committees.
- To take responsibility for the right holding of meeting for worship such as clearness meetings.
- To nurture concerns among Young Friends and to facilitate and support those holding concerns in the testing and, where appropriate, the progress of their concerns.
- To reflect upon the nurture of the spiritual life of YFGM

Duties

To promote the right holding of meetings for worship for business remembering that responsibility for the meeting, including fitness for ministry, is shared among the worshipping group. Within meetings for worship and business meetings, to consider how the meeting may best be upheld in prayer and guided towards a deeper experience of worship; and how individual and united in prayer, and preparation of mind and spirit may best be encouraged.

- To be responsible for the quiet gathering of the meeting: arrangements of seating, encouraging punctuality, co-ordinate doorkeeping.
- To act as a collaborating group on difficult matters of procedure.
- To assist officers and committees in their preparation and presentation of business items where appropriate.
- To support the Special Interest Group Co-ordinator in their work.
- To organise epilogue each evening at YFGM. To arrange preparation for meeting for worship prior to Sunday morning worship at YFGM. To run spiritually based sessions at YFGM where appropriate.

At planning weekend:

To lead sessions of worship.

To take responsibility for organising the agenda and clerking of the 'whole group session'.

To support the creation of the YFGM agenda.

Skills required

To be able to talk coherently about Quaker worship.

An understanding of the Quaker Business Method.

Time commitment

To attend all YFGMs and Planning Weekends and support other activities taken on by Quintessential such as Quaker Buisness on the Road.

Being an Officer of Young Friends General Meeting

Purpose

Part of a team of about ten officers who are legally and financially responsible for YFGM (Trustees).

Duties

To maintain interest in and awareness of the work of all officers and to form a supportive network. Equally to support the administrator.

To try and be aware of the variety of opinions and concerns within General Meeting, and to try to foster the expression of these within General Meeting. To share insights with others.

To report to YFGM via Young Quaker or a report at General Meeting on important parts of the work.

Door keeping of the Meeting House at YFGMs.

Skills required

An understanding of the legal issues associated with running YFGM as a whole or a willingness to learn.

Time commitment

To attend all Planning Weekends and YFGMs and any additional meetings that the Officers deem that they need.
Probably less than an hour a week staying in contact with the other Officers and the committees that they oversee.