

## **Nailsworth Quaker Meeting Role Description**

### **Outreach Team**

- How many: Two or three members
- What they do: Co-ordinate Nailsworth Quaker Meeting's activities that seek to engage the wider community (such as Heritage Open Days and Quaker Week).  
Report to Meeting at least once a year on activities held and activities planned.
- When they do it: Quaker Week is usually in early October (activities need planning in advance).  
Heritage Open Days are usually in September: registering on website has to be done several months in advance.  
Other activities depend on what is happening in the wider world (e.g. refugee crisis led to direct engagement with Neil Carmichael MP)
- Why they do it: To help the meeting with activities that will raise public awareness of Quakers and Quakerism.
- Resources: Other members of Nailsworth Meeting and Area Meeting with specific interests (e.g. Peace Group, Children and Young Persons' Committee and the older children, QPSW representative).  
Volunteers from within the Meeting.  
Outreach Handbook 'Reaching Out Reaching In'  
Quaker Life regular newsletter & mailings  
Quaker Week pack – sent out each year
- Budget: Expenses (for paper and printer ink) can be reclaimed from the Treasurer(s). There is an annual budget for outreach.
- Liaison with: Collections Committee, Finance and Premises Committee, Churches Together in Nailsworth
- Appointed by: Nailsworth Quaker Meeting.

Expanded description:

See QFP Chapter 28