

STEWARDING (TASK FORCE)

Stewarding are 'first in and last out' of any convention. The role is one of chair moving and 'leaving the venue better than we found it', as well as helping committees to set-up and break-down the convention. Stewarding will prepare and maintain areas that people congregate in; the main hall, meeting rooms, communal areas (inside and out) and in the case of smaller conventions, toilets.

As with Catering, a Stewarding committee will need to agree if its role is solely convention based or if it will support other committees in the build up to the convention.

Hotel conventions will have staff on hand to maintain areas but we need to be mindful that our reputation relies on how we conduct ourselves. A small Task-Force is advisable to minimise any chance of damaging relations with the hotel management (we may want to go back).

Smaller conventions, at area level, will need an extensive and committed Stewarding. For an area hosting 350 plus attendees, a committee of at least 20 people is advisable, working a shift pattern. Remember that Stewarding need to be in place each day from the start of business to the end of the last event.

What a Stewarding actually does will be discussed at committee stage before the convention but remembering that 'we leave a venue better than we found it' is good guidance.

Clean time for Stewarding is not relevant (except for the chair). It is ideal service for those new to the fellowship or to service in general. It is known as thankless service which indicates that humility is the key. It is the experience of the authors of these guidelines that members report growth unity and belonging as a result of Stewarding service.