Church volunteer recurring roster

Blank printable roster

Parish / church: _____ Coordinator: _____ Month: _____

Service / date	Ministry	Required	Assigned volunteers	Assigned count	Open places	Availability reviewed	Notes

On paper, calculate open places as required minus assigned count, with a minimum of zero. In the XLSX version this column calculates automatically after both counts are entered. Counts are entered manually; names are not counted for you.

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Church volunteer recurring roster

Filled example — fictional volunteers

Parish / church: _____ Coordinator: _____ Month: _____

Service / date	Ministry	Required	Assigned volunteers	Assigned count	Open places	Availability reviewed	Notes
Nov 1, 9 am	Readers	2	Morgan; Jordan	2	0	Yes	Alex confirmed
Nov 1, 9 am	Ushers	2	Avery	1	1	Yes	Follow up with lead
Nov 1, 9 am	Altar servers	2	Taylor; Casey	2	0	Yes	Training checked

On paper, calculate open places as required minus assigned count, with a minimum of zero. In the XLSX version this column calculates automatically after both counts are entered. Counts are entered manually; names are not counted for you.

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