

## Guidelines for Presbytery Worship

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We ask the Presbytery meeting host church to plan, prepare and lead Presbytery worship, much as you would do for a typical Sunday morning service at your church. Worshipping with you in your congregation's style gives us a window into life in your local church and celebrates the diversity of our presbytery—with this year's worship including everything from Country Rock to Taize.

If your church chooses not to lead this service, please let our Worship Coordinator, Kathy Sizer, know immediately so she can make other arrangements for worship at that meeting.

### Guidelines for worship at Presbytery meetings

In agreeing to lead worship, you and your church are specifically agreeing to the following:

- ✓ To plan a service that is *shorter than the usual Sunday service*. The elements of worship (including the sermon) should last no more than 30 minutes.
- ✓ To *have one of your pastors preach the sermon* in this service.
- ✓ To *work closely with Kathy Sizer*, the Presbytery Worship Coordinator, on the planning and leadership of the service. This includes emailing her a copy of your worship plans at least 2 weeks before the meeting, detailing theme of service, musical choices, leadership participants, any written prayers, etc. If there is someone else at your church who is the primary contact for this service, please let Kathy know that name.
- ✓ To *include at least 1 male and 1 female* in the readings, prayers or other spoken leadership of the service. This would be in addition to any music leadership.
- ✓ To prepare 200 copies of a *printed bulletin*, if your church generally uses one. If you prefer, the Presbytery office can print the bulletins if you email the bulletin contents to the Presbytery office 1 week before our meeting. Please contact Kathy before you make this choice.
- ✓ To make sure that *paid staff are fairly paid* (organist, sound tech, etc.). Usually host churches cover these expenses.
- ✓ To *honor the diversity of the Presbytery and the worship context while representing the worship of the host church*. We want to avoid worship that is too exclusive. This happens rarely in our Presbytery. There are at least three ways in which we try to honor this diversity:
  - We use inclusive language for people, rather than male-only language.
  - We do not incorporate prayers that touch upon controversial issues. Worship is a time for us to come together in Christ, not to grind our axes.
  - For congregational singing, we choose songs which are singable by most of us. If you are teaching us an unfamiliar song, we appreciate a strong leadership voice which helps

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us learn the song well enough to sing it with worshipful hearts.

- If a band is used, we modify the volume in order to accommodate our members who wear hearing aids. For some of these folks, volume causes physical pain!

### Practical Tips from Kathy

1. Since time is limited, I recommend you *not use it up in a long prelude or postlude*. A minute or so of prelude helps us get centered; no postlude is needed.
2. It is always nice to have a choir, but we know this is difficult at times other than Sunday morning. Other special music (or even none) is just fine—perhaps what you would use on a Sunday during your choir’s vacation weeks.
3. *Clergy robes are optional*, even if they are usually worn on Sundays.
4. We need *strong musical leadership* in congregational singing. I always recommend you have a strong voice singing into a mic, even on a hymn. This does not have to be a performer or song leader, but just the sound of a voice to help us out.
5. *Passing the peace* takes lots of time! If you use it, rather than placing it after the Declaration of Forgiveness, you may want to do it as the end of the worship time, as a transition back into Presbytery meeting.
6. There is no offering taken except at our November meeting. *November meeting* also includes a necrology service (created by the Presbytery) and communion (served by the local church). January meeting includes installation of Moderator and Vice-Moderator.
7. Although the time limit calls for a very short sermon, no one appreciates it when the preacher fudges on the time, thus making the service overly long. Hard to believe, but true—they really don’t want to hear you say more!
8. *Don’t contact the presbytery office* with questions about worship; just give Kathy Sizer a call or an email instead.

Please let Kathy know how your planning is coming for this service. Either email or phone is a great way to reach her Mondays-Thursdays.