

Dayspring Check list for Worship Planners

1. Prepare a written order of service to place on chairs

- There are paper and a copier at the church for your use.

2. Opening Call to Worship

- The Call to Worship could be facilitated through:
 - ✓ Hymns from the hymnal, other songs (please teach new songs to the congregation), or music (a cappella is our tradition and preferred by most, but other forms are fine)
 - ✓ Scripture Readings
 - ✓ Praise to God (adoration, acknowledgement, gratitude, humility)
 - ✓ Responsive and/or Congregational readings of scripture
 - ✓ An opening prayer
 - ✓ A combination of all of the above or other participatory activities

3. Welcome and Introduction

- An address to visitors about our process (No one individual plans our services, we volunteer weekly)
- Your thoughts in the planning of the service.
- A greeting to visitors and asking for them to fill out a card in the front of the hymnal.

4. Scripture based thought or life experience that brought you to this topic/thought.

- Your comments can be dispersed throughout the service and your thoughts can be offered to the congregation in a variety of ways. Some suggestions include: by song, by scripture, by art, drama, or video excerpts, by various kinds of responsive readings, by prayers of all sorts, by sermon, by sounds and by silence, and/or by participatory activities.

5. Communion

- It is important to center our time together around the Eucharist and this may be facilitated anytime during our gathering. Some suggestions are the use of prayer, scripture, hymns, comments, solos, or silence.
- Please be aware of guests and explain our process of approaching the table and if you choose to have a song during this time, allow the music to continue until all have been served.

6. Offering

- Our baskets are on the communion table. This is an opportunity for worshippers to contribute financially to the work of the church. You may address this as you wish.

7. Closing

- Some suggestions include the use of prayer, song, scripture and/or comments to conclude.

Your responsibilities include:

- **Choosing your topic, keeping in mind how it will be received by everyone present, including Christ himself.**
- **Choosing your scriptures and readers.**
- **Choosing your songs and song leader.**
- **Preparing your order of service and distributing them.**
- **Securing any volunteers to facilitate your service.**
- **Consideration of how much time each element will take. A typical service is 30 - 40 minutes in length.**

Tracey bakes the communion bread on Saturday evening and Ward assembles the trays for you and places them on the table Sunday morning. If you would like anything different, please let Tracey know (405-593-3171)

Ward is also available to project video or play music for you. Please check with him **before** Sunday on requirements to facilitate your needs (405-593-3170)

Robin Acker and Cory King usually follow the service with an announcement/prayer request time. If you wish to do this yourself or provide a different volunteer, please let them know ahead of time.

We consider this assembly on Sundays to be a time of praise to God, of celebration of the death, burial, and resurrection of Jesus, and of unifying and building up the body of Christ, the church.

One of the blessings of having a variety of volunteers plan the service is that we gain insights from one another that we would otherwise miss. We grow to love and appreciate one another more. We share our individual gifts in the Lord's service, and we share in one another's journey toward God, with Jesus, in the Spirit.

The congregation understands the commitment and time involved in planning a service and will recognize and appreciate the work you have put into it, and you will be blessed by your time spent in preparing this gift to God.