

Worship Leading at WPMF

Resources

On our website under "Worship" you will find:

- the lectionary texts in the "Worship Service Schedule"
- "Suggestions for Leading Worship"
- "Outline for a Typical Service"
- "Worship Participation Surveys" (listing those who are willing to help with worship arts, drama, reading, or music)
- "Sources: Worship Resources and Links"

Preparing

Spend time with the lectionary texts (or specific Scripture for that Sunday), reading and praying. Notice what God brings to mind, and allow that to sit with you as you prepare to lead.

As worship leader, you communicate with the preacher, song leader, and children's story person about the theme (which usually comes from the preacher). Contact the preacher a week or more ahead of time and the other leaders early in the week you are leading worship, i.e. Mon or Tue before Sunday. You and preacher can suggest songs or stories, then the song leader and children's story leader discern what songs/stories to use.

Send a draft order of worship to all involved by Tuesday. The song leader gets you the songs by Thursday evening (or earlier if you need) and communicates with the accompanist. You then incorporate them into the final order of worship as you would like it printed in the bulletin. Send the final order to Dorianna by 8:30 am Friday morning. Include any musicians, scripture readers, and others leading the service.

The planning can also be done more collaboratively by arranging a time when everyone meets together to pray and plan. This is usually done early in the process of forming the service.

Timing of service

Here are some rules of thumb to go by as you are planning and timing the service:

- ~ 3 minutes for each congregational song
- ~ 3 minutes for litanies
- ~ 2-3 minutes for Scripture reading (depending on length)
- ~ 10 minutes for communion, children's time, and sharing time
- ~ 20 minutes for sermon
- ~ 7-10 minutes for sermon/congregational response

Bulletin Covers

The worship leader or preacher suggests the bulletin cover (artwork, verse, etc.) based on the theme of the service. Send or give that to Dorianna by Friday at 9 a.m. You can ask an adult, youth, or child from the congregation to create a cover based on the theme. (see "Worship Participation Surveys" to see who enjoys creating). If no specific ideas are given for the bulletin cover, Dorianna will choose a generic cover.

Worship Arts

Worship arts supplies are located in two places:

- 1) The cabinet (with glass doors) in the chapel, next to our hymnals. (candles, holders).
- 2) The cabinet in the office has baskets, cloths, communion supplies (cups, juice), thumbtacks and matches. There are also vases, silk flowers, some table stands for artwork, and banners on the shelves in our storage closet in hallway. The key to the closet is in the office on the door of the dark brown cabinet (next to worship storage cabinet). The key is on a single ring with yellow marker. If you use a banners or other visual up front, it needs to be taken down after our service.

Scripture Reading

You and the preacher can work together in choosing what scriptures will be used during the service. The preacher usually chooses the text that they will be preaching from. Litanies and dramas can be created or found in other resources. You as worship leader, are responsible to find the scripture reader or readers for dramas (see “Worship Participation Surveys” for ideas of who is willing to read, create, or act).

Offering

The offering baskets are kept in the cabinet in the office (see above “Worship Arts”). If you choose to pass the baskets, be sure to have one for each of the four sections of seating. (there are four matching ones that are woven tight enough so that loose change doesn’t drop through). You can also ask older children or youth to collect them at the back of each section, make sure they get passed to the people sitting around the wall in the back, and then bring them back up to the altar table in the front.

Also, be sure to put the Penny Power jug by the altar table and invite anyone to drop their change in it. This money goes towards Mennonite Central Committee projects of peace, relief and development around the world. We collect change year-round. The annual Penny Power project is announced in November and runs through the next April when we take the money to the PA Relief Sale in Harrisburg. When known, announce what project the money is going towards.

Communion

We celebrate communion on the second Sunday of each month. If you are leading worship on that Sunday, you are in charge of getting bread and grapes for communion. Juice and gluten-free crackers are in church office in worship closet. If this poses a problem, talk with Lorie. You can also ask others to make the bread. We need the bread to be free of seeds or nuts and the grapes to be free of seeds, so that there are no health issues.

The worship leader often helps to serve communion. If you are not comfortable with serving, let Lorie know. She will gather the other servers needed...two people for the bread, two people for the cup and one person for the grapes for children (often is the person leading children’s time that morning).

There is a sink in the office that can be used to wash out the cups after the service. Try to make sure that pieces of bread don’t go down the sink.