

For those leading worship

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OVERVIEW

Christchurch is a united church of all ages desiring to be 'led by the Spirit', working in the community and 'bringing people to Christ'. We aim for 'whole life worship' when we gather together, looking towards and entering into the presence of God, looking around as we encourage each other and looking outwards to make connections in our daily lives. Music is fundamental to the way that we worship with all that we are but we welcome varied and creative worship in all areas. Some guidance is given below, but for more details about Christchurch and our services, please visit our website at www.christchurchhitchin.org.uk

WORSHIP AT 10:30am

We gather as a community to worship together with up to 120 people of all ages (0-90+) present including some residents from MHA Elmside and wheelchair users.

Junior Church (0-18yrs) will join worship in the sanctuary for the first 10minutes every week apart from the 3rd week in the month when they remain in worship (All Age service).

Some families stay in for the whole service with their babies in the 'cuddle corner' where there are quiet activities for them.

Whilst the Junior Church are present, we encourage interaction with them and ask that suitable music is chosen for the youngest who love to use actions and instruments. A prayer or the sung blessing written especially for the children is appreciated before they leave for their age-related groups.

The sound and video from the worship is relayed to the Bradbury Welcoming Area which is a "Semi-Space" where the worship can be accessed in a more informal way.

We encourage a sense of listening as a body of Christ and sharing of what God is saying to us individually and as a church and we ask the leader of worship to include some time within the service as a time of silence.

We would encourage the formal act of worship to finish around 11.15am (11.30am at the latest) when worshippers may leave the sanctuary if they wish. However, the sanctuary remains a worship space for anyone wishing to respond to what has been said or what they have heard and the Prayer Team is available for specific prayer concerns.

A short notice has been prepared to be read out before the blessing.

The preacher is encouraged to provide two or three thought-provoking questions / discussion points based on the theme of the service for worshippers to consider as they gather afterwards

The act of worship in the sanctuary does not include the taking up of a monetary offering. Responses of this nature are encouraged through electronic banking with Gift Aid where appropriate and a box for cash offertory is placed at the rear of the sanctuary. However, the leader of worship is encouraged to include a blessing for monetary offerings in the service.

Worship Leaders – You will be informed if a Worship Leader is available to assist you in planning and leading. They can do everything except preach a sermon, so together you can decide how best they can help.

Bible Reading and Prayer - People in the congregation usually read from the Bible so please specify your preferred version when sending your OOS. We ***occasionally*** have folk to lead 'Prayers for the People', drawing some from a prayer book in which individual concerns have been noted. Each week we also pray for several members of our congregation in turn so that over a period of a year we pray for all our community.

Music - The congregation enjoys singing and has come to know and value hymns and songs from a wide variety of sources (Spring Harvest, Soul Survivor, Hillsong, Iona Community, Taizé, in addition to *Songs of Fellowship, Mission Praise, Hymns and Psalms, Singing the Faith* and including songs that have been written by Christchurch Members). A band plays at the 10.30 morning service, together with an organist.

Please ensure your service order states the first line of the first verse, the number and the source of any chosen music. We use *Singing the Faith* as our default hymn book (eg StF345). **Our musicians will need hymn/song choices two weeks before the service to allow time for rehearsals.**

Audio-Visual - There is an amplification system, operated from the sound desk. Pre-recorded music (e.g. CD) can be played. All hymn/song words are projected using SongPro, and printed booklets, together with *Hymns & Psalms* are provided to those unable to see the projection. We can also project prayers, responses, Bible readings, PowerPoint presentations, still pictures, DVDs, video files, and YouTube. We can handle any Office format. Advice on the use of anything more technical than projecting hymns or readings can be offered. It is essential that all electronic files are provided by **Wednesday evening** to allow set-up and checks to be done, otherwise we cannot guarantee compatibility, nor time to load before the pre-service run-through. Please make sure your service order clearly indicates when to project hymns/songs and especially anything additional.

Copyright and Recordings - We are licensed with Christian Music Association (CMA) and hold a Christian Copyright Licence (CCL) for hymn and song production, also a Music Reproduction Licence (MRL), Video Licence (CVL), and Performing Right Society (PRS) Church Licence. Morning services are recorded so that those unable to attend can share in our worship in their own homes during the week. Some sermons, unless the preacher requests otherwise, are available on our web site - it would be appreciated if you could supply a title for your sermon.

Expenses

Christchurch will reimburse your expenses if you do not reclaim these from the Methodist Circuit (which is the normal system for appointments arranged under the Methodist preaching plan).

Please send your OOS as early as possible to worship@christchurchhitchin.org.uk but no later than Friday morning. Please contact one of our Worship Area Leads in the first instance for any help - Tony Edmonds or Andy Searle at worship@christchurchhitchin.org.uk who can also put you in touch with the musician playing each week. Our senior steward can also be contacted at stewards@christchurchhitchin.org.uk. Please send your music choices through to worship@christchurchhitchin.org.uk. Large attachments such as powerpoints should be sent direct to service-dropbox@christchurchhitchin.org.uk