



2010 Ministry Guidelines

RIVERS OF LIVING WATER CHURCH OF GOD

1764 Bingham Drive - Fayetteville, NC 28304

(910) 424-4911

Main Church Website:

www.theniagara.org

Worship Website:

www.lg2worship.com

Planning Center Website:

www.planningcenteronline.com

WHY DO WE NEED MINISTRY GUIDELINES?

This manual is the result of over 14 years of experience as a Worship Pastor, Worship Leader, and Choir Director at churches ranging from 50 members to 1200 members. The challenges, the heartaches, and the blessings of my calling are not unique. Though every church is different, we are all the same. We serve but one purpose: to worship God in Spirit and in Truth. So why do we need ministry guidelines? Why do we have this manual?

“Go through, go through the gates; prepare ye the way of the people; cast up, cast up the highway; gather out the stones; lift up a standard for the people.” Isaiah 62:10 (KJV)

We need to raise our standards. We can't raise a standard or reach a new level until we know clearly what the expectations are to get us there. This ministry guideline book will help us to know where we are, where we are going, and what is expected of each of us to reach the potential God has for us. We need to think big. We need to cultivate a spirit of excellence in everything we do while remembering everything we do is being done for the Lord! It's a new day and it's a new standard of service for the Lord.

LG² WORSHIP AND CREATIVE ARTS PURPOSE

What does LG² mean? It stands for LET GO and LET GOD! That is our ultimate goal in the Worship and Creative Arts Ministry. We want to let go of our ideals and agendas and let God use us for His glory. We don't want to come with the mindset of "Bless me, Lord." Instead, we want to come singing, "I will bless the Lord at ALL times!" We believe in worshipping the Lord with all we have to give. We desire to bless Jesus Christ in everything we do and say. That is a true lifestyle of worship.

It is a high calling to be chosen to serve as leaders of worship and praise to God. The scriptural precedent for instrumental and choral (vocal) worship is found in I Chronicles 15:16 and 25:7, where it says, "skilled musicians for the Lord, numbering 288," as well as "singers" were established for the purpose of standing before the Ark of the Covenant (the manifest presence of God) to lead the people into praise. Our services, seasonal productions, special events and all that we do stem from the root of praise and worship. As we cultivate a lifestyle of worship and keep the focus on the Lord in every aspect of our ministry, then God can use us as vehicles to break the spirit of heaviness (Isaiah 61) and the purpose of winning souls is accomplished.

In the Old Testament, the Levitical priests that were involved in music ministry gave their full lives and energies to that calling, assembling great festivals of praise, with mass choirs and orchestras. This is our role model for today. The Choir and band ministry endeavors to praise and glorify Jesus Christ in every way. This ministry sets the atmosphere for the worship service, guides and cooperates with the congregation in musical expression, and joins with the pastors and leaders in making a significant and moving worship experience for many people each week. It is also our desire to encourage the spiritual growth of each individual involved in ministry.

OUR GOALS

We want to develop a mighty choir, band/orchestra, and drama/arts ministry to present anointed and powerful music and lead the congregation in high praises for every service. We need to recognize that the weekend services are the corporate celebrations of what God has done all week long in our individual lives. We need to be very mindful of what we do, how we act, and our overall persona when on the platform ministering. We want to cultivate and encourage lifestyle worship, recognizing that Sundays are not the only days we worship God.

We want to develop drama teams, and involve choirs and orchestras to produce at least three major musical productions each year, (Easter, July 4th, and Christmas) providing an opportunity for the community to hear the gospel. We want to grow spiritually, numerically, creatively, and musically while NEVER becoming complacent with the status quo.

TO REACH OUR GOALS WE NEED EFFECTIVE MEMBERS

We need to be effective in what we do or it is basically pointless to do anything. There are standards that, if applied to our ministry, will provide us with the ability to be as effective as the Lord wants us to be. What is an effective ministry member? An effective member of the music ministry is:

An effective member is someone who is a faithful member to rehearsals, services, and special productions, (even when not scheduled on worship team or for solos). They are consistent.

An effective member is someone who doesn't judge or condemn others around them for their situation. This is so much more than music and lovely harmonies. This is a matter of the heart. We should love one another, uplift one another, never criticize one another, and we should constantly pray for one another. If we cannot do this, we do not need to be on the platform.

An effective member is someone who possesses a humble and teachable spirit, and a servant's heart.

An effective member is someone who honors and respects the mantle of those in authority, submitting to them knowing that they are accountable to God. This includes being respectful during rehearsals and attentive to the instruction given.

An effective member is someone who is prepared, practiced, and confident.

An effective member is someone who is a worshipper. It is impossible to take people where you haven't been!

An effective member is someone who possesses some degree of musical ability and a desire to strengthen and grow that ability.

An effective member is someone who expresses outwardly what God has done inwardly.

An effective member is someone who prefers others as better than himself. We can't do this if we are constantly comparing our talents with the talents of others.

An effective member is someone who is faithful in prayer.

An effective member is someone who wants to be involved, not because they are a musician, but because they are a consecrated musician— a musician whose main aspiration is ministry to the Lord.

We are very passionate about God and our church. We believe in having and cultivating a Spirit of Excellence in what we do for the Lord. It is our mission to use our God-given creativity to bring honor to Jesus Christ and to inspire others to celebrate life through worshipping in Spirit and in Truth. We believe this mission calls for an anointed and servant-minded team. We must first let go of the life we have planned in order to accept the life our Heavenly Father has waiting for us. We would love for you to become a part of our ministry team. Come be a part of LG² Worship and Creative Arts Ministry, as we, together, let go and let God!

DEFINITION OF WORSHIP

Worship Is NOT ...

Worship is NOT performance, certain styles of music, or mood. The message not the medium, is sacred.

Worship is NOT music. Music is not always worship, but as far as God is concerned, worship is always music, not the form! God doesn't hear all music. "Away with the music of your harps." (Amos 5:23)

Worship is NOT passive, but rather participative. Observers do not worship.

Worship is NOT praise. Praise is what we do because of who God is. The trees clap their hands. The rocks cry out. The stars sing. His creation praises Him for who He is. But they do not have a relationship with Him. Even non-believers can praise God. Praise is our obligation. But worship is for those who want a relationship with Him. Worship is our response to His presence. It is an outward expression of an inward work.

Worship is NOT ritual or traditions. God always used the rituals and the traditions and there is nothing wrong with that. He uses all these things to reveal Himself, again. It's the message, not the method. Some people embrace the ritual to the point of making it a replacement for the worship. Don't ever worship the form.

Worship IS ...

Worship IS to reverence, honor, love, or admire excessively (Webster). Matthew 22:37, "Jesus said, 'Thou shalt love the Lord your God with all your heart, soul, and strength.'"

Worship IS an active response to God whereby we declare His worth.

Worship IS a lifestyle. (See Romans 12:1) Worship IS a place where I drop my egos and allow God to confront the issues that keep me from fulfilling my destiny. (Tom Matrone)

Worship IS impressing God with a broken spirit and a contrite heart. Throughout scripture, those who humbled themselves always got God's attention.

Worship IS giving your gifts of time, talent, and money. What is sacrifice? Sacrifice is when it costs us something. King David said, "I will not offer to the Lord that which costs me nothing."

Worship IS an attitude of the heart that reflects the glory of the Lord. Our goal in worship should be that the people not notice what we do, but rather be caught up with the Creator. John Wesley once said, "Don't get caught up with the sound you create."

Worship IS something that invokes God's presence and then draws unbelievers to the Lord. On the day of Pentecost, when the presence of the Lord was so obvious, it drew the attention of 3000 people. All of them were saved. True worship demands a response!

GENERAL GUIDELINES FOR ALL MINISTRY MEMBERS

The following are guidelines that apply to all areas of the LG² Worship and Creative Arts Ministry area. Regardless of the area you serve, the following are expected in order for us to move forward with what God has planned for our ministry.

1. You must have completed a personal profile document and signed the document agreeing to the guidelines put forth in this manual.
2. You must possess a humble and teachable spirit and be submissive to the ministry authority in place.
3. You must honor and respect the mantle of those in authority, submitting to them knowing that they are accountable to God.
4. You must be faithful to rehearsals, sound checks, worship services, and special seasonal productions and worship events as required for your specific area of ministry.
5. You must seek pure praise and worship. You can't take someone somewhere you haven't been.
6. You must be expressive outwardly of what God has done inwardly in your life.
7. You must always prefer others better than yourself. Be a team player.
8. You must desire to be involved, not because you are a musician or an artist, but because you are a consecrated musician or artist; a musician or artist whose main aspiration is ministry to the Lord, with a desire to walk in holiness and repentance.
9. You must never strive to bring attention to yourself. You must be content with being in the shadows sometimes.
10. You must be prompt.
11. You must abide by the dress code.
12. You must communicate any absences or tardiness to the Worship Pastor PRIOR to the time of rehearsal or sound check. This can be done in many ways. Email, Telephone, Texting, Planning Center Online, etc.
13. You must effectively use the Planning Center Online website tool (www.planingcenteronline.com) for orders of service, music downloads, etc. or let the Worship Pastor know that you do not have online access to the information can be communicated to you in another format.
14. You must effectively use the worship website (www.lg2worship.com) for regular weekly information, newsletters, and calendar information to stay abreast of all the things happening within the church.

WORSHIP LEADER GUIDELINES

The following are guidelines specific for those that wish to be worship leaders during any of our worship services or special events. These guidelines are in addition to those covered in the general guidelines section.

1. You must be prepared, practiced, and confident.
2. You must be a worshipper.
3. You must be consistent both musically and spiritually.
4. You must be prompt. You must lead the sound check rehearsal times with other vocalists and band when necessary.
5. You must be a faithful member of the praise team(s) in which you are assigned before being allowed to lead in any worship service.
6. You must have a calling on your heart for pure praise and worship leading.
7. You must express a commitment not only to rehearsals but also to prayer.
8. You must be willing to submit to auditions and interviews when necessary.
9. All music selected for any service you are responsible for leading must be approved by the Worship Pastor before being scheduled in Planning Center, rehearsed, or led in a service.
10. You must be uplifting to those on the praise team or in the choir during the times in which you lead. A true leader builds people up and helps them to become all they can be instead of dismissing them or in any way downgrading them. Negativity towards one another cannot and will not be tolerated. We are a team with a facilitator. Jesus is the Leader. If there are musical, technical, or spiritual issues that need to be addressed, the worship leader should consult privately with the Worship Pastor in order to address the situation.

If you are interested in the area of leading worship services, you must schedule an interview with the Worship and Creative Arts Pastor, schedule a worship, and be willing to demonstrate your worship leading abilities prior to being considered as a worship leader.

PRAISE TEAM GUIDELINES

The following are guidelines specific for the praise team members that assist in leading the congregational worship services, as an extension of the choir, providing musical articulation, spiritual strength, and support to the worship leader, the choir, and the congregation. These guidelines are in addition to those covered in the general guidelines section.

1. You must have a calling on your heart for pure praise and worship leading.
2. You must express a commitment not only to rehearsals but also to prayer.
3. You must possess some degree of musical ability and sing harmonies well.
4. You must be willing to submit to auditions and interviews when necessary.
5. You must be prepared, practiced, and confident.
6. You must be prompt. Unless approved by the Worship Pastor, if you do not attend sound checks or warm-ups, you will be replaced for that service.
7. If you are unable to serve on the praise team for any reason, it is your responsibility to communicate that with the Worship Pastor.
8. The Worship Pastor will assign your replacement on the praise team in your absence.

If you are interested in becoming a part of the praise team rotation, you must schedule an interview with the Worship and Creative Arts Pastor, be willing to demonstrate your vocal ability as well as your ability to properly harmonize, and agree to all associated guidelines.

WORSHIP CHOIR GUIDELINES

The following are guidelines specific for the Worship Choir member who endeavors to praise and glorify Jesus Christ in every way. The choir sets the atmosphere for the worship service, guides and cooperates with the congregation in musical expression, and joins with the pastoral staff in making a significant and moving worship service for all in attendance. These guidelines are in addition to those covered in the general guidelines section.

1. Unless prior arrangements have been made with the Worship Pastor, you must be faithful to all weekly rehearsals.
2. You must be willing to add additional rehearsals during seasonal special events and productions.
3. You must use your rehearsal CD's and other rehearsal tools (websites) to continue the preparation process for worship services outside of the regular rehearsal times.
4. You must follow the leadership and guidance of not only the Worship Pastor but also the Section Leader in order to facilitate learning new music. If there is an issue that needs to be addressed, please see the Worship Pastor privately.
5. You must be at least 16 years of age or have special approval from the Worship Pastor.

If you are interested in becoming a part of the choir, simply show up at any of our regularly scheduled rehearsals, complete the personal profile, and if your vocal part is unknown, schedule a meeting with the Worship and Creative Arts Pastor to determine your vocal part.

SOLOIST AND SPECIAL MUSIC GUIDELINES

The following are guidelines specific for those who wish to serve the Lord through special music in our worship services and special events. These guidelines are in addition to those covered in the general guidelines section.

1. You must attend church regularly and be firmly committed to the worship and arts ministry through service and/or prayer.
2. You must be spiritually mature. There must be an ability to lead others in worship, and an attitude that reflects and glorifies God.
3. You must sing with power and confidence.
4. You must abide by the dress code.
5. You must not share any words or testimonies prior to your song unless approved by the Worship Pastor.
6. All musical selections must be cleared by the Worship Pastor by the Wednesday before the Sunday you are to sing.
7. You must have the proper sound check prior to the service in which you are scheduled to minister.
8. It is your responsibility to get the CD/DVD to the sound booth and retrieve it after service.
9. If you are singing with a group, you can establish a leader of the group to be the communicator of the group with the Worship Pastor.
10. If you have never sung before, you must audition for the Worship Pastor PRIOR to being scheduled to sing the special.
11. On the day you are supposed to sing, please make sure you review an Order of Service to find out at what point in the service you are scheduled to minister.
12. You cannot select a song that the choir or another vocalist/group sings without prior approval from the Worship Pastor.

If you are interested in becoming involved in the special music rotations, you must complete personal profile, agree to all guidelines, and be interviewed by the Worship and Creative Arts pastor.

PRAISE BAND/ORCHESTRA GUIDELINES

The following are guidelines specific for those who wish to serve the Lord through the playing of instruments in our worship services and special events. These guidelines are in addition to those covered in the general guidelines section.

1. You must be committed to excellence through regular practice outside of the normal rehearsals, attendance at the normal rehearsals, and planning ahead for new music that introduced.
2. You must maintain a high level of professionalism on stage in your actions and stage presence.
3. You must be able to play your instrument(s) with the proper chord charts, lead sheets, or written music provided.

If you are interested in becoming involved in the praise band/orchestra, you must complete personal profile, agree to all guidelines, and be interviewed by the Worship and Creative Arts pastor.

SEASONAL PRODUCTION GUIDELINES

The following are guidelines specific for those who wish to serve the Lord through the playing of instruments in our worship services and special events. These guidelines are in addition to those covered in the general guidelines section.

1. You must be willing to attend ALL scheduled rehearsals. If you are unable to attend rehearsals, you must notify the Worship Pastor as soon as possible.
2. Unless it is previously announced that there will be childcare provided at the church for a specific rehearsal, you must provide your own childcare arrangements. Please note that we will try to provide childcare at as many production rehearsals as possible. In the event we cannot, we simply ask that you make your own arrangements unless your children are involved in the production.
3. If you are assigned as an "understudy" you must learn all parts as if you were the only one doing the role.
4. You must agree to have material memorized by specified deadlines.

If you are interested in becoming involved in the seasonal productions, you must complete personal profile, agree to all guidelines, and be interviewed by the Worship and Creative Arts pastor.

AREAS OF SERVICE FOR 2010

We've developed four core areas of leadership to serve the choir, band, and other areas of the overall worship and arts ministry. Each area is led by a Core Leader who enthusiastically enlists a team of members uniquely suited for each area. The members of each of these teams are required to abide by all of the general guidelines as well as those guidelines suited for their area of ministry.

SPIRITUAL LIFE TEAM. This team helps provide pastoral care and spiritual leadership to the choir by leading prayer and devotionals when called upon. This team also serves as an intercessory prayer partner with the Worship Pastor for the overall ministry objectives and purpose.

CONNECTIONS TEAM. This vital team encourages community by providing intentional points of connection, welcoming guests to the ministry team, assisting in organizing special events, and also assisting the Worship Pastor in other areas as needed. The organization of events such as birthday/anniversary gatherings and an annual ministry retreat would also be covered under this team.

SECTION LEADERS. This vocal team serves as leaders who help teach various parts (soprano, alto, tenor, etc.) These members are expected to go above and beyond the call of duty when learning new music for both choir specials and praise and worship. The section leader would also assist in following up when members of that section are absent from rehearsal or worship service.

CREATIVE PLANNING TEAM. This team of individuals can be made up of people from various areas of the church, not just choir and/or band. These members need to be carpenters, artists, painters, writers, drama enthusiasts, and most importantly, creative. This team will aid in brainstorming future productions, illustrated sermons, stage designs, lighting approaches, and many other creative and inspiring areas of the ministry.

MUSIC LIBRARIAN TEAM. This team is responsible to helping to maintain music files, stamping and numbering music system, preparing music for services, productions, and special events, updating Planning Center, updating Media Shout software, verify correctness of CCLI reporting documentation, properly enroll new members, maintain inventory of past CD's and songbooks, maintain attendance records, and other tasks assigned by Worship Pastor.

CHILDREN'S CHOIR TEAM. This team would help teach, disciple, and reach as many children as possible with the gospel through the setting of Children's choir. Our initial goal is to involve children in our productions as much as possible as well as producing a Summer Music Arts Camp for Kids (SMACK) once per year in which the kids would present a small children's production.

PRODUCTION AND TECHNICAL TEAM. This team of individuals would serve in a variety of ways during our special seasonal productions. Backstage managers, carpenters, set construction workers, painters, set designers, costume designers, props and special effects designers, advertising and promotion, etc. We need everyone that has a willing heart to help out in these and other areas as well.

UPCOMING EVENTS FOR 2010

Basic Music Fundamentals Class

This class will be offered at the church for those interested in learning the basic fundamentals of music. This is the first step in learning how to read music and advance your musical knowledge. Intermediate and Advanced courses follow this one.

Basic Vocal Training

This class will be offered at the church for those interested in learning basic vocal techniques. This is the first step in learning how to conquer common pitfalls of the vocalist and also how to develop good vocal technique to strengthen your voice, widen your range, and improve your overall tone. Intermediate and Advanced courses follow this one.

Easter Production

This year's Easter production will include over 30 characters and full choir. We want to continue and build upon what the Lord started in our 2009 Christmas production. We need you!

New Sanctuary Completion

As of now, we are scheduled to have the new sanctuary available in May or June of 2010. When we move into the new sanctuary, there will be some adjustment to the new stage, choir room area, and other things. We are excited about the transition and the future events that will take place in our new worship center.

Patriotic Celebration

Again in 2010, we will present a patriotic production to recognize our military and celebrate our country. More information on this program will be available after Easter.

Working Towards Eventual Goal of Summer Music Arts Camp for Kids (SMACK)

We would like to plan a Summer Music Arts Camp for Kids (SMACK) in 2011 for our children and youth. This would basically be a non-seasonal production presented by the children and youth departments in conjunction with the LG² Worship and Creative Arts. To prepare for this type of outreach, we want to use 2010 as a year to train our children and youth both vocally and musically to help them successfully complete an outreach such as SMACK in 2011.

Ministry Retreat

In 2010, we would like to plan a retreat for the entire ministry. We would like to schedule a time and place that would allow for all of us to get away for a few days together and fellowship and unwind from our weekly ministry. We will have more information about this later in 2010.

Christmas Production

To wrap up 2010, we will present another life-changing Christmas production that will be sure to change lives for the Kingdom.

A LETTER FROM PASTOR CHUCK DUNN

A Reflection on 2009 ... Our family came to Fayetteville in June of 2009 after falling in love with each of you through various choir workshops throughout the Spring of 2009. We've laughed, we've cried, and we've made it through the year together. Each of you pulled together an outstanding Patriotic musical "GOD BLESS THE U.S.A." in just three short weeks. We continued our growth pattern through the summer, which is remarkable in itself. We implemented Media Shout on the stage computer. We have and still are working on improvements to the sound quality. We've learned or reintroduced 28 choir songs in 2009. We've introduced several new praise and worship songs as we've learned and grown together.

In September we started a journey a little different from any journey you had been on before. The journey was called "ALL BOW DOWN." We said at the kickoff that it took all of us. Remember the illustration of the remote island and the shark? Remember the team that had to figure out how to make it happen and it took everyone to do it? You didn't understand it completely at that point. But now as you look back on the 18 souls saved through your hard work of labor and love, you've started to catch the vision.

We are extremely proud of each of you and honored to be a part of such an awesome family of believers and co-laborers for Christ. But there is a scripture the Lord has brought to me as I reflect on our few months together in 2009.

"Forget the former things; do not dwell on the past. See, I am doing a new thing! Now it springs up; do you not perceive it? I am making a way in the desert and streams in the wasteland." Isaiah 43:18-19

Looking Ahead for 2010 ... As a team, we've accomplished a lot in a short amount of time through the Lord's anointing and favor on each of us. The Lord has birthed within me many things He wants to accomplish through us in 2010. We will be stronger. We will be bigger. We will be better. We will be used of the Lord to change more lives in 2010. But with those exciting things come more work, more dedication, more consecration, more blood, sweat, and tears. It will not be an easy thing.

The Lord is asking us to raise our standards. We are being called to develop and maintain a spirit of excellence in everything we do for the Lord. We cannot grow satisfied with where we are. We must continue to press on. Many exciting things have been outlined for us to conquer in the coming year for the Lord, with the Lord, and through the Lord. But to me, the most exciting thing of all is that we get to continue to strengthen and cultivate the team spirit, the unity, and the love for one another you captured during the Christmas Production of 2009. I don't think you realize the breakthrough that we had together. Lives were transformed on stage just as much as at the altar.

I look forward to 2010. Not because of the new music or the upcoming productions; which will change lives like never before! – But because I get the privilege of spending it with you – my family, as we **go into all the world and preach the good news to all creation! (Mark 16:15)**

Letting go and letting God,
Pastor Chuck Dunn