

Worship Ministry Team
Report to the Congregation Council
November 9, 2009

Our mission: *As the congregation's Worship Ministry Team, we are called throughout the week, both within our building and in the community at large, to enable God's children to live out the commandment to give glory to God; to equip all of us through Word and Sacrament; and to send all of us into the world as His disciples.*

The Worship Ministry Team last met on September 8, 2009. Our next meeting is Tuesday, November 10, 2009.

At its meeting on October 12, 2009, the Congregation Council passed the following motion as presented by the Strategic Planning Task Force:

Move that the church implement a second contemporary worship to be offered on Sunday mornings and held in the Fellowship Hall to begin no later than September 2010. Further recommend that Worship Ministry Team lead this effort with the support of Education, Property, Administration and Personnel, and Finance Committees to research, develop, and resource the style and appropriate timing of this contemporary worship service to be held every Sunday morning until such time as a new facility structure has been developed and/or identified.

This will be a unique and formidable challenge for the Worship Ministry Team. While the existing contemporary worship service had a number of years to evolve and mature before going "prime time", the new contemporary worship service will be expected to be "prime time" ready from the start. Since time is critical, the chair has appointed Becky Enney to chair a task force consisting of George Enney, Robin Fero, Paul Walker, Craig Staller, Kim Hannigan, Christopher Couch, John Artevich and Jeff Weaver that will oversee the development and implementation of the new service, with Pastor Easton and Debbie Wilson serving as consultants. Becky Enney has had initial meetings with Pastor Easton, Pastor Brock and Debbie Wilson for their input. A document outlining our initial view of the steps required to develop and implement the new contemporary worship service has been prepared and was reviewed by a number of people before being introduced in its current form as an attachment to this document. While it is expected that this document will guide the process, it is also expected that this document will evolve as the development and implementation process evolves. The timeline presented in the document is very, very, very optimistic and is more a means of defining review and decision points than as an actual timeline. There is latitude to absorb deviations from the timeline before the deviations and delays would affect the actual implementation date.

With expected requirements for considerable input into the Master Building Plan also authorized by Council, the Worship Ministry Team will be exceptionally busy this coming year with most of its time and energy devoted to these two tasks. Additional meetings of the team throughout the year are expected, perhaps as often as monthly, rather than quarterly as we now meet.

Copies of all pertinent Worship Ministry Team documents are available at all times on Trinity's website at www.trinitycamphill.org, People and Groups and then click on [Worship](#).

Yours in Christ,
Jeff Weaver, Chair, Worship Ministry Team

The following are some of the festival dates that could influence your planning in the coming year:

Christ the King – Sunday, November 22, 2009
1 Advent – Sunday, November 29, 2009
Christmas Day – Friday, December 25, 2009
Epiphany of Our Lord – Wednesday, January 6, 2010
Baptism of Our Lord - Sunday, January 10, 2010
Ash Wednesday – Wednesday, February 17, 2010
Sunday of the Passion/Palm Sunday – Sunday, March 28, 2010
Maundy Thursday – Thursday, April 1, 2010
Good Friday – Friday, April 2, 2010
Easter Vigil – Saturday, April 3, 2010
Easter Day – Sunday, April 4, 2010
Ascension of Our Lord – Thursday, May 13, 2010
Day of Pentecost – Sunday, May 23, 2010
The Holy Trinity – Sunday, May 30, 2010
Reformation Day – Sunday, October 31, 2010
Christ the King – Sunday, November 21, 2010
Advent 1 – Sunday, November 28, 2010

**Trinity Evangelical
Lutheran Church of Camp
Hill, PA**

**Vision - Disciples in the
Making, Making Disciples**

Church Mission - Called by the Holy Spirit to be Christ's Disciples, we seek to equip ourselves and others to live like Christ, and to be sent into the world proclaiming and living the Good News as daily witnesses of God's transforming love.

Guiding Principles -

- We will provide inspiring worship services, offering a variety of opportunities to experience God's grace through Word and Sacrament.
 - We will develop loving relationships with our sisters and brothers in this church family, as well as within our own families, and will practice genuine hospitality to those who differ from us.
 - We will create small groups where a sense of belonging in community is nurtured through fellowship, and where spiritual growth occurs through Bible study, faith conversation, and prayer.
 - We will enhance our gift-based ministry that helps individuals identify, develop, and share their spiritual gifts and talents.
 - We will nurture a need-oriented evangelism and social ministry that is both concerned with—and uses our resources to meet—the physical, emotional, and spiritual needs of our local and global neighbors.
 - We will foster an atmosphere of passionate spirituality that encourages each of us to live out our faith with commitment, fire, and enthusiasm.
 - We will use a leadership model that empowers, supports, motivates, and mentors individuals to be all God wants them to be.
 - We will build effective structures, adapting to changing needs and new ideas as we continually discern God's will for us in this place.
 - We will commit ourselves to practice stewardship of the earth, time, talent, and treasure.
 - We will work for justice and peace in our community and in our world.
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Worship Ministry Team

Purpose: In support of the Church's expressed Vision and Mission Statement, the Worship Ministry Team has adopted the following Mission Statement.

Our Mission:

As the congregation's Worship Ministry Team, we are called throughout the week, both within our building and in the community at large, to enable God's children to live out the commandment to give glory to God; to equip all of us through Word and Sacrament; and to send all of us into the world as His disciples.

How we will carry out this mission:

We have identified the following Guiding Principles as being the most relevant to the Worship Ministry Team's mission from among those adopted by the congregation:

- We will provide inspiring worship services, offering a variety of opportunities to experience God's grace through Word and Sacrament.
- We will enhance our gift-based ministry that helps individuals identify, develop, and share their spiritual gifts and talents.
- We will foster an atmosphere of passionate spirituality that encourages each of us to live out our faith with commitment, fire, and enthusiasm.
- We will build effective structures, adapting to changing needs and new ideas as we continually discern God's will for us in this place.

The Worship Ministry Team has arrived at the following conclusions:

- The HOW is a continually ongoing process, as opposed to a static list. What is most important is that we are open to being led in new or different directions as faithful followers of Christ and that we not be confined to "this is the way we've always done it".
- In all ways, one of our principle roles is to support the staff that are called to a ministry of Word and Sacrament or are in supporting roles, particularly related to music ministry.
- For providing inspiring worship services, we see our role as considering the context driven directions that our worship life needs to go to minister not only to our congregation, but to the community at large – the faithful and the seekers. In so doing we need to consider the Ws – the What, When, Where, Who and Why of our ongoing as well as our potential worship experiences.
- For enhancing our gift-based ministry, we recognize that even as the Worship Ministry Team strives to look at the bigger picture of our worship life at Trinity and, as much as possible, leave the details of worship to be dealt with outside of our team meetings by staff and others, we need to provide meaning to all of the many tasks, regardless of how small they are, that are associated with our worship life and to make it clear that the people who are called to do those tasks are doing them to the glory of God.

Steps to Develop an Additional Contemporary Service on Sunday Mornings in Fellowship Hall

Parameters established by Congregation Council action on October 12, 2009:

Style: Contemporary
 Place: Fellowship Hall
 When: Sunday morning
 Starting: September, 2010

Motion as passed by the Congregation Council: Move that the church implement a second contemporary worship to be offered on Sunday mornings and held in the Fellowship Hall to begin no later than September 2010. Further recommend that Worship Ministry Team lead this effort with the support of Education, Property, Administration and Personnel, and Finance Committees to research, develop, and resource the style and appropriate timing of this contemporary worship service to be held every Sunday morning until such time as a new facility structure has been developed and/or identified.

Task force team members:

- o Becky Enney, chair
- o George Enney
- o Robin Fero
- o Paul Walker
- o Craig Staller
- o Kim Hannigan
- o Christopher Couch
- o John Artevich
- o Jeff Weaver
- o Pastor Easton – Consultant
- o Debbie Wilson – Consultant

November 9, 2009 Congregation Council meeting:

- Present the draft of this document to the Congregation Council as part of the Worship Ministry Team report.

November 10, 2009 Worship Ministry Team meeting (regularly scheduled meeting):

- The chair has appointed Becky Enney to lead a task force to develop and implement the additional Sunday morning contemporary service.
- Review process and timeline to develop an additional contemporary service for Sunday mornings to start in September, 2010 in Fellowship Hall.
- Establish an Action Plan for the process.
- Determine who we are trying to reach with the additional contemporary service.
- Determine all of the players with whom we need to coordinate in establishing this new service.

Task Force and Worship Ministry Team Actions	Coordination with other Committees	Coordination with Staff
Task force articulate what characteristics and parameters define "contemporary" worship as we understand it at Trinity. This will then set the parameters against which issues of form, music, setup, etc. can be tested to make sure that they fit the Trinity definition of "contemporary" worship.		Seek staff buy-in for the definition of "contemporary" worship as articulated by the task force.

Steps to Develop an Additional Contemporary Service on Sunday Mornings in Fellowship Hall

<p>Will Holy Communion be celebrated every week?</p> <ul style="list-style-type: none"> • While that is our tradition, this must be firmly established at the start since it could affect the service form. 	<p>Begin dialogue with the Educational Ministry Committee.</p> <ul style="list-style-type: none"> • If a service time after 8:15 is selected, it will overlap the Sunday Church School hour. Is this a problem? Does the Educational Ministry Committee want to consider an additional SCS session to run concurrently with the 10:45 and 11:00 services that would make it possible for people to attend the new service and still attend SCS? What are the room use and staffing implications of an additional SCS session? 	<p>Begin dialogue with staff about the implications of an additional service on Sunday mornings.</p> <ul style="list-style-type: none"> • Since it has been designated as being a contemporary service, Debbie Wilson and Pastor Easton will be directly impacted, even if they are not regular participants, because of their direct responsibilities for contemporary worship. What are the impacts on their time, and if additional time will be required of them each week, what are the budget implications? • Impact on the pastors preaching and presiding schedules. • Impact on pastor and staff teaching assignments during the 9:30 SCS time. • Impact on sextons setup schedules. • Impact on office staff to produce an additional bulletin and other worship related materials.
<p>Determine the most appropriate time for the service.</p> <ul style="list-style-type: none"> • Do we need to seek input from the congregation? If it is determined that the service is trying to reach seekers or people who are not currently members, is input from the congregation relevant? • Are there reference materials available that provide insights into the best times to hold worship services? Obtain and review any available reference materials. In addition to checking with pastors and program staff for possible resources, check with the synod's resource center. 	<p>Begin dialogue with FaithX and other 10:45 AM service volunteers concerning the possible impacts on their setup, preparation and rehearsal time on Sunday morning.</p>	

Steps to Develop an Additional Contemporary Service on Sunday Mornings in Fellowship Hall

<p>Determine the format for the service.</p> <ul style="list-style-type: none"> • Should the service be a carbon copy of the 10:45 service, whether or not the supporting team (pastor, musicians, sound board operators, etc.) is the same? • If not, what format is appropriate: <ul style="list-style-type: none"> ○ Liturgically based or not? <ul style="list-style-type: none"> ▪ Use an ELW setting? Setting 6 or Setting 7 (in English)? ▪ Develop our own liturgy? ○ Music (“contemporary” leaves this very wide open): <ul style="list-style-type: none"> ▪ Gospel, hard rock, jazz, other, acoustic, amplified, mix, etc. ▪ Use hymns from the ELW or from other sources? ○ Will there be some form of choir used along with musicians? • Will there be a children’s message? <ul style="list-style-type: none"> ○ If so, what form will that take? • Will communion be by intinction, common cup, individual cups? Will people stand or kneel? Will it be by tables or continuous? • Will we use paraments, candles, flowers, and other worship accessories or will a simpler approach be used? • Room setup <ul style="list-style-type: none"> ○ Consistent with either the Saturday evening service or the 10:45 service or some other unique setup consistent with the overall style of the service? • All decisions concerning format (and starting time) must consider that the service must be over by 10:00 AM at the latest and allow sufficient time for any necessary rearrangements for the 10:45 AM service to begin praise and worship music at 10:30 AM. 	<p>Begin dialogue with any other affected committees or organizations that are identified at the November 9 Worship Ministry Team meeting and in the action by the Congregation Council (Church Property, Administration and Personnel and Finance).</p>	
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Steps to Develop an Additional Contemporary Service on Sunday Mornings in Fellowship Hall

December 8, 2009 Worship Ministry Team meeting (special meeting):

- Review the status.
- Concur with the task force definition of "contemporary" worship at Trinity.
- Approve the best time for the service from a worship perspective.
- Approve the format for the service.
- Update the action plan.

December 14, 2009 Congregation Council meeting:

- Seek Congregation Council concurrence with who we are trying to reach with the new service.
- Report to the Congregation Council our proposed process and action plan and invite comments.
- Determine from the Congregation Council the level of involvement and concurrence it desires.

<p>Determine which pastor should be responsible for the service and who should have responsibility for selecting and arranging the music, if necessary.</p>		<p>Continue dialogue with staff based on the best time for the new service from a worship perspective.</p> <ul style="list-style-type: none"> • Is the proposed time for the worship service acceptable to staff? • If not, can an amicable agreement be reached that is acceptable to Educational Ministry Committee, Worship Ministry Team and staff? • If not, refer to Congregation Council for resolution?
<p>Determine the equipment, furniture and worship accessories that are required to accommodate the new service.</p>	<p>Begin dialogue with the Church Property and Finance Committees to identify sources of funds for needed equipment, furniture and worship accessories, if any.</p>	<p>Begin dialogue with the pastor who will be responsible for the service and the person(s) who will be selecting the music, assuming it's a staff person.</p> <ul style="list-style-type: none"> • Are they able to devote the additional time required to prepare for this service? <ul style="list-style-type: none"> ○ If not, are there functions that they currently doing that could be done by someone else in order for them to take on the additional responsibilities of the new service without increasing their overall hours? ○ If not, will additional part-time staff be necessary?

Steps to Develop an Additional Contemporary Service on Sunday Mornings in Fellowship Hall

Determine if additional hymnals, music licenses and the like will be needed.		Begin dialogue with the Financial and Property Manager to determine the setup requirements in Fellowship Hall from the Saturday evening service through the 10:45 service and the impact on the working schedules of the sextons to accomplish those setup requirements.
January 11, 2010 Congregation Council meeting: <ul style="list-style-type: none"> Report to the Congregation Council the decisions made regarding worship service format and time. 		
January 12, 2010 Worship Ministry Team meeting (special meeting): <ul style="list-style-type: none"> Review the status Update the action plan 		
Once a worship format and time have been established and approved, if appropriate, determine if any of the existing support volunteers (musicians, sound board, sound system, projectionists, etc.) for the 10:45 service are willing and able to provide support for the new service in addition to their continued service at the 10:45 service.		Once the time for the service has been established, office staff add the new service to the church calendar.
Begin recruiting musicians as necessary to support the new service.	Begin dialogue with the Administration and Personnel and Finance Committees to determine the funding requirements for additional working hours and job description changes necessary to accommodate the additional service, if any or for additional part-time staff, if necessary, including, but not necessarily limited to pastors, musicians and nursery services.	If the established time for the service falls outside of timeframes when nursery services are currently provided, coordinate with Christopher Couch and Stacey Martin to schedule required nursery coverage. Determine if the additional coverage requirement will require any change in Stacey's job description, compensation or the funds required for supplies and equipment.
Begin recruiting and training support volunteers (sound board, sound system, projectionists, etc.) as necessary to support the new service.		Begin coordinating with Judy Collins concerning the volunteers that will be needed to support the new service and establish a recruitment process and schedule.
Begin recruiting a core group of worshipers who will commit to worshiping at the new service for at least a specified time frame (say 3 to 6 months) to help get the new service established.		
February 8, 2010 Congregation Council meeting: <ul style="list-style-type: none"> Congregation Council approve funds for additional hours, if necessary and additional equipment, furniture, worship accessories, hymnals and licenses as necessary to accommodate the new service. 		
February 9, 2010 Worship Ministry Team meeting (regularly scheduled meeting): <ul style="list-style-type: none"> Review the status Update the action plan 		

Steps to Develop an Additional Contemporary Service on Sunday Mornings in Fellowship Hall

<p>Once the musicians are in place, establish a rehearsal schedule and place for rehearsals.</p> <ul style="list-style-type: none"> • Do equipment requirements necessitate that the musicians rehearse in Fellowship Hall? <ul style="list-style-type: none"> ○ If not, what other locations would be acceptable? • Are the musicians' schedules flexible from week to week so that they can adjust to the availability of the rehearsal space, or do they require a fixed time? <ul style="list-style-type: none"> ○ If they require a fixed time, what day and time work for them? <ul style="list-style-type: none"> ▪ Is the rehearsal space available or are there conflicts? 		<p>Office staff resolve any rehearsal scheduling conflicts and place the rehearsal schedule on the church calendar.</p>
		<p>Office staff establish a template for the bulletin for the new service.</p>
<p>March 8, 2009 Congregation Council meeting:</p> <ul style="list-style-type: none"> • 		
<p>March 9, 2009 Worship Ministry Team meeting (special meeting):</p> <ul style="list-style-type: none"> • Review the status • Update the action plan 		
<p>Recruit people to schedule the various worship support volunteers (altar care, ushers, greeters, lectors, communion assistants, assisting ministers, etc., as needed).</p>		
<p>April 12, 2010 Congregation Council meeting:</p> <ul style="list-style-type: none"> • 		
<p>April 13, 2010 Worship Ministry Team meeting (special meeting):</p> <ul style="list-style-type: none"> • Review the status • Update the action plan 		
<p>Schedulers begin recruiting and scheduling worship support volunteers.</p>		
<p>May 10, 2010 Congregation Council meeting:</p> <ul style="list-style-type: none"> • 		

Steps to Develop an Additional Contemporary Service on Sunday Mornings in Fellowship Hall

May 11, 2010 Worship Ministry Team meeting (regularly scheduled meeting):

- Review the status
- Update the action plan

June 8, 2010 Worship Ministry Team meeting (special meeting):

- Review the status
- Update the action plan

June 14, 2010 Congregation Council meeting:

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July 13, 2010 Worship Ministry Team meeting (special meeting):

- Review the status
- Update the action plan

August 10, 2010 Worship Ministry Team meeting (special meeting):

- Review the status
- Update the action plan

Hold one or more dry runs prior to the first service.		

September 2010 – First additional contemporary service