

MINISTRY CONSIDERATIONS -Ideas for consideration.

WORSHIP

This can take various forms.

As Anglicans I believe a parish should have at least one traditional Sunday Service. This service most likely will have traditional hymns played on an organ or similar instrument. Some places may be blessed with a choir. However it is unlikely this is the service that will grow the parish. As a result, additional styles of services could be added that are “Family” friendly and where children are encouraged. A family service is preferable weekly where possible. Children receive a talk and then go out for craft activities or similar where the leaders re-enforce the teaching of the day.

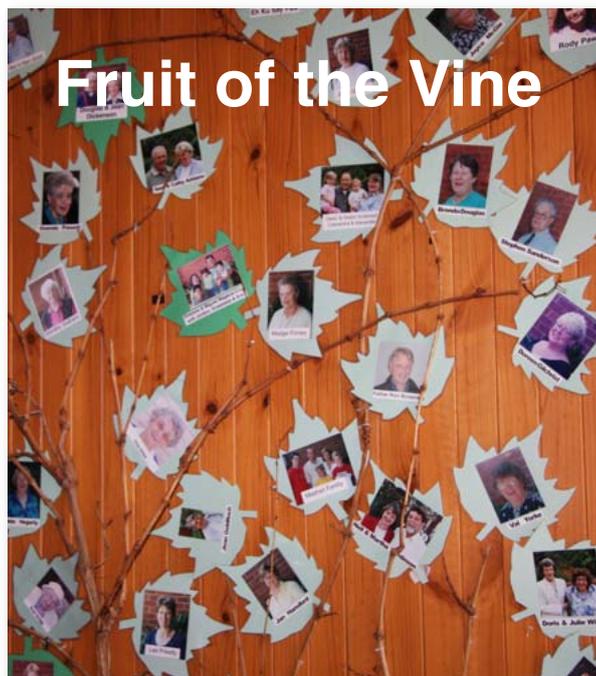
Other styles could be a healing and teaching service, maybe even something like Cafe Live where a meal is shared first and then a non sacramental and informal styled worship follows. This needs to have a band and the use of modern media as well. Could be mid week. **NB: If your congregation is all elderly with little energy available for family ministry, then focus on the parishioner gifts you have for that aged group and work with them to your fullest. There are countless elderly people who need to hear the Gospel and be shown God’s care and love through you.**

Welcome Duty

This is the most critical ministry aspect of the day. Welcomers should be part of a special team of people who have been trained for this task. It is believed that if we don’t get the welcoming right, there is little point in anything else. After all, studies show, visitors make up their mind in the first 10 minutes if they plan to return.

Welcome Method

- Encourage visitors to go to a special visitors desk to have their name recorded on the computer (or manual sheet) and have a special name tag printed for them.
- They could be given a copy of a professional **visitors pack (Sample on Page 16)** to give them some idea of what the parish provides and their outreach style.
- The visitors sheet is handed to the priest for the notices who then welcomes any visitors and encourages people to stay for the cuppa.
- In the following week a letter should be sent out to the visitors from the priest or warden thanking them for attending worship. Also an offer to assist them in any way the parish is able. A survey is included in the hope they will fill this in with their impressions, and the stamped, self addressed envelope could include a small gift EG: A special promo pen and self addressed envelope.



PA and Video Duty

If I have prepared an address I believe is worth listening to, then people should not have to struggle to hear it. As a result, a good quality PA needs to be in place with an operator at all services. If a data projector is used, then it also needs trained people to use it.

As well as fixed mikes, there needs to be a hand held remote mike and one or more Lapel mikes for the priest and others to use.

Lay persons:

Laity should be encouraged to see shared ministry as important and open to them. The task of training of laity to undertake the following should be encouraged.

•Servers • Chalice assistants • Readers • Side persons • Deacon and Sub-Deacon to take parts of the service • Kid's talks • Occasional sermons • Baptism preparation etc.

Healing and Teaching Service

This could be held monthly (Sunday evenings or mid week) and as a non sacramental service. I have found the Sydney Cathedral model excellent. Trained groups within the congregation could assist with the administering of laying on of hands for healing, or those wishing healing come to the altar rail. The priest prays with them and anoints them.

Baptism Services and Wedding Services

Both these sacraments need to have preparation classes

Lent and Holy Week

Ash Wednesday could have two services - an evening and a morning celebration to cater for those who work during the day. Wednesday, or other midweek nights the stations of the cross could be held.

Holy week the evenings could be varied.

Monday - Tenebrae,

Tuesday - Stations of the Cross

Wednesday - Compline,

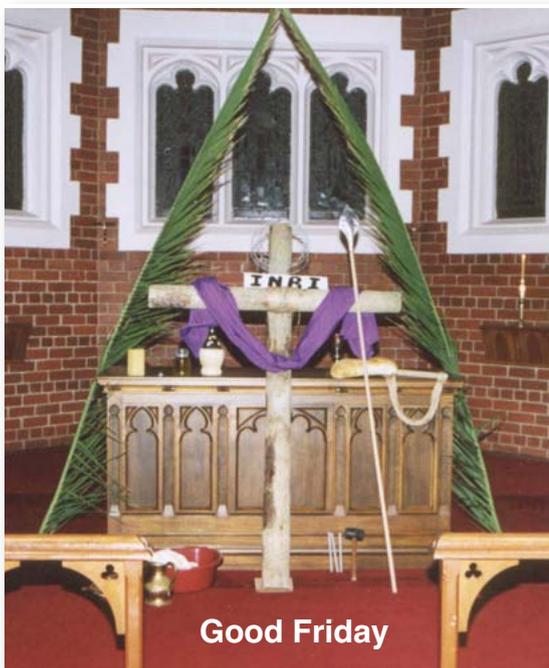
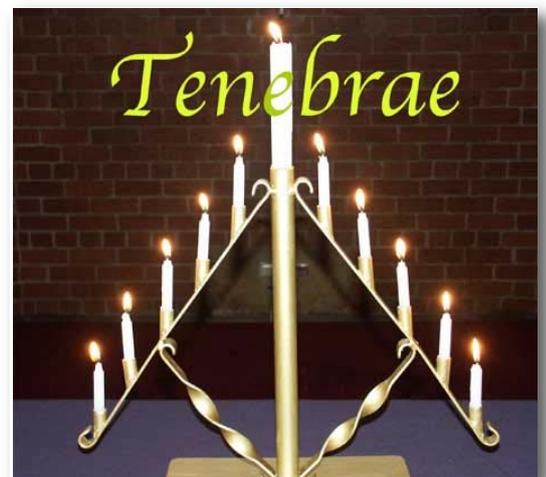
Thursday - Seder meal, feet washing and stripping of the altar,

Friday - Service of symbols followed by Ecumenical walk

Easter Eve - Midnight service or late evening so could be experienced by candle light.

WORKING BEE - Easter Eve is an excellent opportunity to have a special working bee for inside and outside the church and where all the vessels are given a polish. This should also be undertaken around August and again at Christmas. (As a minimum)

Easter Day - Mass



Good Friday



Easter Day



Prayer Group:

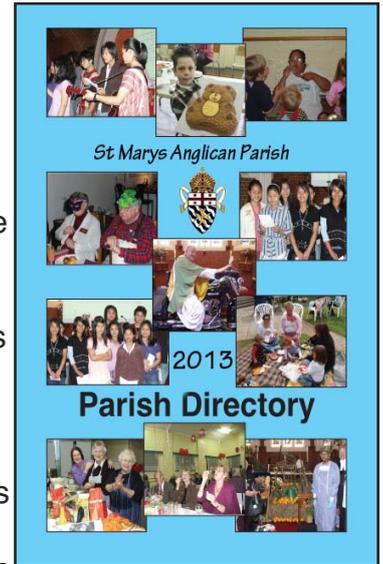
Developing a prayer group of dedicated parishioners who are always available when additional prayer is needed. Prayer needs should include hard copy and or Email notification. The co-ordinator sends this out on Fridays. Also twice yearly a special 31 day cycle prayer booklet could be provided for the entire congregation.

Parish Directory

A full colour booklet (or B & W version) to be produced annually. This could come complete with photos of the parishioners, mailing list with telephone, email and address contacts, community, medical and Diocesan contacts as well as guidelines for all parish duties etc

Home Groups

This is one of the spiritual engines for growing a parish. There needs to be a number of home groups active throughout the parish. These groups encourage fellowship and sharing relevant studies of the faith. These could be lay led and using material where the leader does not have to be an expert. A more in depth study could be held as well for those wishing to go deeper in understanding the scriptures. One of the additional benefits of these groups is for them to organise a special social function three times a year for their group and give an open invitation to other parishioners to attend, depending on their interests. This would be a big help in the social interaction for the parish and could mean there is no longer a need for a social committee. Regular social events are essential for parish growth.



Care Group - This is a must for any parish serious about caring for one another and to experience caring themselves. This group needs to meet monthly and follow up on people missing from worship, or who need TLC because of illness, grief etc. Parish Growth will rise or fall on this ministry.

Family Nights (Where appropriate) - Twice monthly or bi-monthly

These are designed to encourage families with children. Maybe they could commence with a meal cooked for them or a bring and share style. This could be followed by activities for the children whilst the adults have a short study. Some nights they could have family games.

Kid's Church (Where appropriate) (**Sundays**)

This could be conducted within the family service. There needs to be a team of leaders who take turns weekly to conduct the activity (with help), and they meet bi-monthly to plan the activities. These are normally based on the Sunday readings.



Morning Melodies (For seniors)

This could be held monthly. This is an excellent ministry where shut ins and nursing home residents (by bus or wheeled in their wheel chairs) come for an hours entertainment of acts and singing (and a Christian message) followed by an old fashioned morning tea. This can be a great outreach activity. There are lots of lonely people in our communities that could benefit from this love in action.

Morning Melodies



ANOTHER IDEA

A weekly or less frequent drop in morning for those looking for something to fill in their day. Various activities could be planned (Games, crafts, films, learning computer skills etc).

This could be followed by a soup and sandwich lunch. A lot of great communication and healing can happen over a meal table.

Another suggestion is a 'Music Hall' style sing a long encouraging parishioners to invite someone along to it as part of their 'outreach' commitment.



Parish Office

This could be maintained by volunteers Monday to Friday, at least for a morning - say - 10am to Noon. The office phone is diverted to the Parish Priest or Warden outside of those hours or an answer phone is used. People don't appreciate calls not quickly answered.

Men's Breakfast or monthly Men's Nights.

These are very important in keeping contact with the men of the parish. Ideally these could be monthly but at least bi-monthly with one session at the hall with a speaker and the following breakfast or meal at an away location. Locations of interest to men to visit together need to be sought out.



One of the important aspects of helping to grow an Aging Church numerically is to acknowledge that there are many possibilities of encouraging people the same age as the current congregation. There are a lot of lonely people who would benefit from the ministry of a caring church. Morning or afternoon activities is one way of gradually encouraging new people to become part of a parish where they felt valued and cared for. These activities need to have a ‘decent’ morning or afternoon tea where some effort has gone into the food rather than a packet of biscuits and a cuppa in plastic or polystyrene cups. Two suggestions are “The Big Sing” - Similar to the TV version of “Songs of Praise” where the singing of olde hymns is the feature together with a number of solo presentations and the highlight being a High Tea (with all the trimmings) to finish. This involves borrowing the best china and plates with fine material table cloths, serviettes etc. This is meant to be an occasion that participants will want to spread the word about their experience, to others.

HOWEVER none of the effort in arranging these activities will be achieved unless parishioners take seriously their responsibility in inviting others to join them. Special personal invites are one genuine way parishioners can show they are serious about growing their church, even if they are unable to help with the organising of such events.



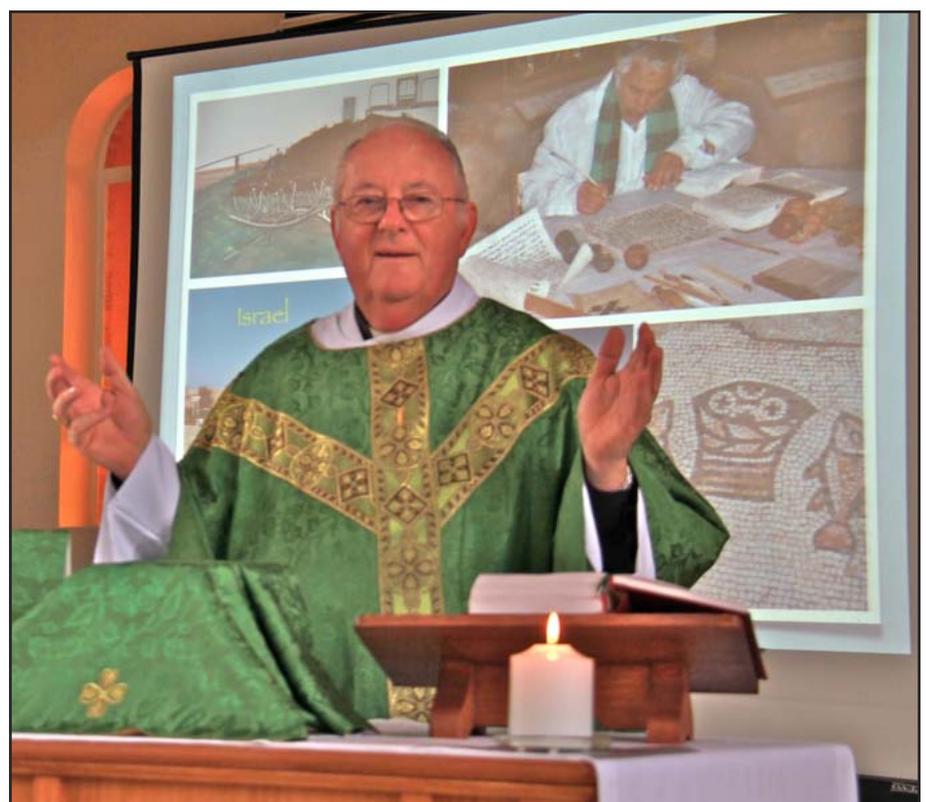
An example of a "DL Sized" handout to give to potential participants.

A second suggestion would be a tour to Israel, the Holy Place, without leaving the country. This could be held as a separate event, or could be included after a mid week service to bring a little variety to the mid week worship. The idea would be to have someone who has been to Israel come and show selected slides of their experiences with some biblical background.

To make this a fun experience as well as an informative one, the invite could incorporate a free passport and first class ticket to the event. There are great sites on line to be able to create these ideas and make them look most professional.
 (See Page 6)

This could be followed by a “Jewish” morning or afternoon tea using foods from Israel.

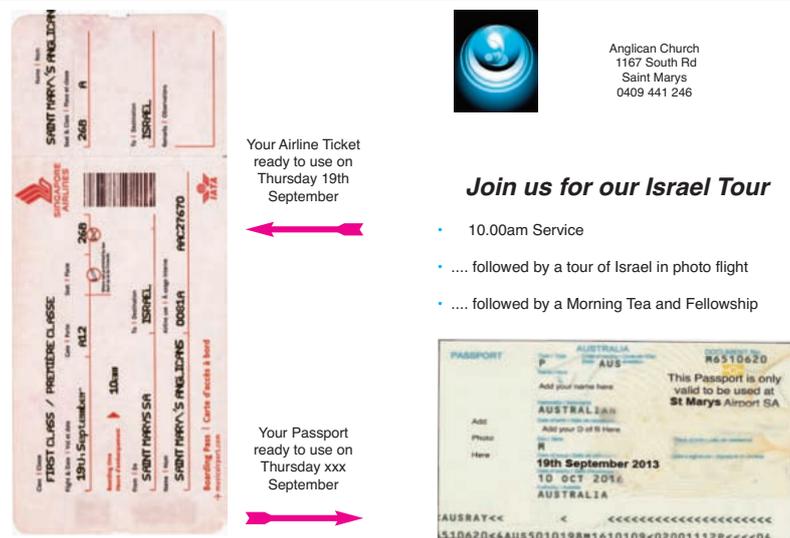
Again, there are some excellent recipes on line for Jewish foods and the organising team for this event could share the catering or ask other congregation members to assist.



Worship on Sundays. If a church is serious about church growth, they must view what they do from a potential newcomers point of view and not from what they just take for granted.

New comers may grow into your style, but they certainly won't start from stuffy worship and poor welcoming that they see as artificial.

As a starting point, a good policy is to arrange a monthly themed service that is more relaxed and inclusive.



Anglican Church
1167 South Rd
Saint Marys
0409 441 246

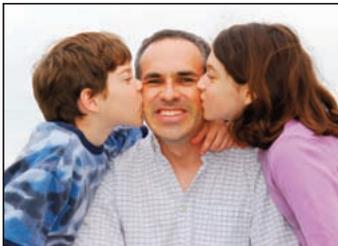
Join us for our Israel Tour

- 10.00am Service
- followed by a tour of Israel in photo flight
- followed by a Morning Tea and Fellowship

Your Airline Ticket ready to use on Thursday 19th September

Your Passport ready to use on Thursday xxx September

Two suggestions are listed here and additional ones can be found on [pages 9 & 10](#). Again, you need to have a colourful handout that looks professional and inviting.



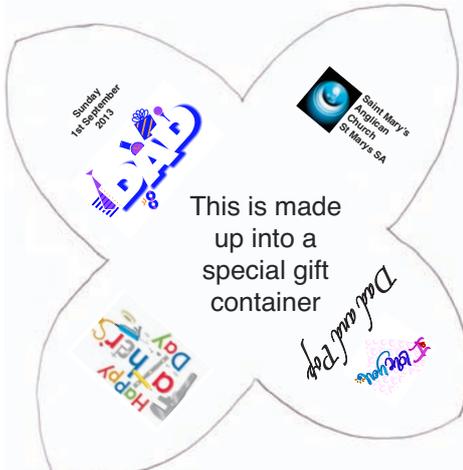
St Mary's Anglican Church Family
Invites you
Sunday
1st September
9am

St Mary's Church
1167 South Rd St Marys
FATHER'S DAY CELEBRATION - 8387 9993

Bring along Dad, Uncle, or Pop.
Tell your friends to come



Special badge given to Dads on the day

This is made up into a special gift container

But it is also important that those who attend see that some special effort has gone into the service for them as visitors. Eg:

- Special badge for all the dads, pops, uncles etc that attend
- Foot tapping music
- Special gift container with various items inside to say thanks for attending, (Eg: Special Dad poem, biro {Remind Dad to write}, hankierchief {usual Father's Day gift the kids give} and a few sweets in a netting with a tag to say "I love you Dad") etc
- Special morning tea. Maybe biscuits in shape of a tie and colourfully iced to look like ties.

HARVEST FESTIVAL

- Church decked out with hay and vegetables and perishables to give to the needy or welfare organisation.
- Parishioners to come decked in clothing they wore when employed or a symbol to represent this. The theme for day would be on harvesting the gifts God has given us. Various people encouraged to talk about their gifts
- Good music
- Appropriate morning tea



St Mary's Anglican Church Family
Invites you
Sunday
29th September
9am

St Mary's Church
1167 South Rd St Marys
ENQUIRIES - 8387 9993

HARVEST FESTIVAL
Encourage friends to come

- Great Music • Very Visual
- Great Fellowship
- Fabulous Morning Tea

Web Pages

Every parish should have an up to date professional looking site that is kept current, preferably weekly. If a parish does not have one, then an offer to set up and look after your site can be viewed at - <http://www.grassroots.com.au>

A special site has also set up to go a little deeper with information contained in this booklet.

<http://www.grassroots.com.au/locum.html>



Popcorn award and Angelic award

This is designed as an encourager and thank you to those who go beyond the call of duty. Angelic award for a one off “Thank you” and Popcorn award for long term enthusiasm and service. (Beyond the call of duty). It is important that parishioners see that we appreciate those who go the extra mile.

Fruit of the Vine

Photos of parishioners placed on a leaf and then put on the special vine in the narthex is to show that we are all important and valued parts of the body of Christ in this place.

Vestry and Wardens

There are a variety of ways for the executive of the parish to meet at least monthly. To have a simple meal prior to meetings or a mass. Also once a year to have a weekend away for planning and bonding of the new vestry.

I also believe in having a unanimous vestry where Christ is the head of the parish and we simply seek his will and go about the task. To achieve this, it is important that the vestry be Christ filled (yet not off with the fairies or over the top). I believe that if we are seeking Christ’s will, Jesus would not allow us to be a divided group. Certainly this has been my experience in developing vestries that work well together.





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Working bees

These should be held at least quarterly. It is also important for the parish to provide lunch which gives excellent time for fellowship and bonding.

Newsletter – Printed as needed. Normally 2-3 months apart. (These could also be emailed and placed on the parish web site)

Pewsheets – This needs to be produced weekly - (These could also be emailed weekly and placed on the parish web site)



Sunday Notices – Not just a repeating of the pewsheets notices. Rather to highlight the important ones.

Parish Tours and or Camps

These are excellent ways of developing and nurturing a sense of care and support in the parish. A parish tour to Israel could have amazing results in deepening the parish spirituality. Maybe even a Caravan weekend away with the “Grey Nomads” with those without vans to stay in cabins.



Good Friday Ecumenical Stations of the Cross Walk

This could be conducted with the assistance of other local Christian churches. The walk finishes with a cuppa and hot cross buns.

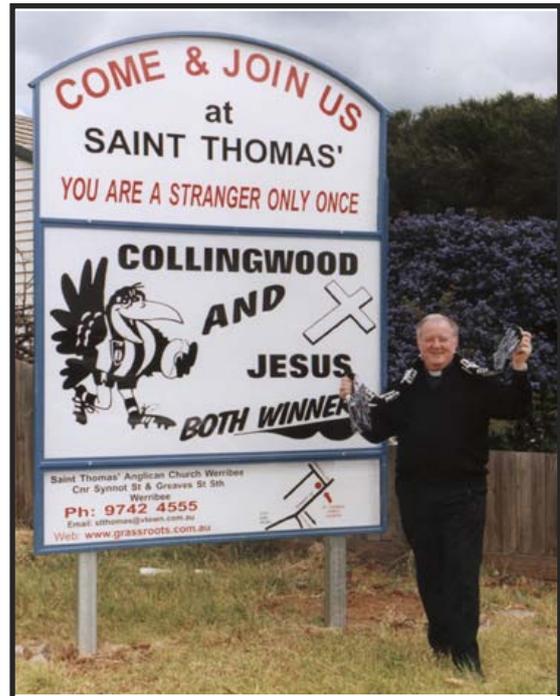




Promotional Outreach signs

Where possible to set up a Sign board in the main street or some prominent place. It could also be set up at the church as well if it has good outreach visibility.

The sign or slogan should be changed weekly unless it is a special function that needs additional promotion..



OUTREACH

Promotion of outreach events is very important. In local Media, Radio and TV, Newspapers, Posters, Letterbox drops and an "Out There" notice board.

To be seen as relevant in the community, the parish should be providing ways they can connect. A special "Themed" monthly service is one way. Some suggestions include:-

Saint Patrick's Day (It is amazing what comes in green)

Pet Sunday

Teddy Bear Service and Picnic

Service of memories for a loved one

Anzac Day Service

Mother's Day - Father's Day

Commonwealth Games

Bikies Service

Re-newal of wedding vows and wedding breakfast/reception

Harvest Festival

Sids Red Nose Day

Ballet Service or service of dance

Breast Cancer Service





Pet Sunday



Teddy Bear's Picnic



Harvest Festival



Bikie Service

If you want to think outside the square as on outreach event, you could even use the "Harley Bike" at a baptism service.

More details can be found at <http://www.grassroots.com.au/Locum/MinistryTopics.html#baptism>

Other “Touching base with the community” activities could be:-

- Art and Craft Festival
- Fete
- Car Boot Sale
- Social committee activities
- Babies and Toddlers group
- Ski weekend at Falls Creek
- **Café Live** – This could be held monthly commencing with a two course meal.



Car Boot Sale



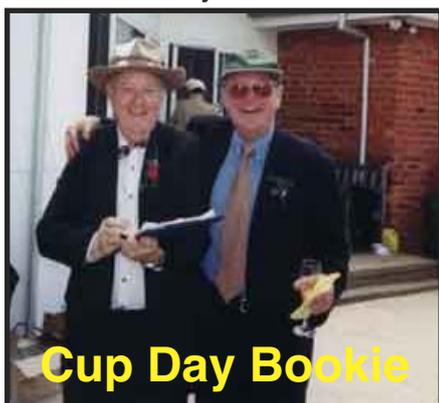
Cafe Live



- Drop in morning – This is an outreach to the elderly and could include an activity followed by a soup and sandwiches lunch.
- Cup Day Lunch



- Baptism Bears – Hand made bear presented to children on anniversary of their baptism if they continued to be involved with the church.
- Christmas in July Dinner
- Parish Camp or even a Caravan Long Weekend away (plus cabins for those without vans)
- Australia Day Breakfast
- Christmas Lighting Festival or simply a festival of trees.



Cup Day Bookie



Cup Day Hat Parade



Murder Dinner

Other possibilities to be considered



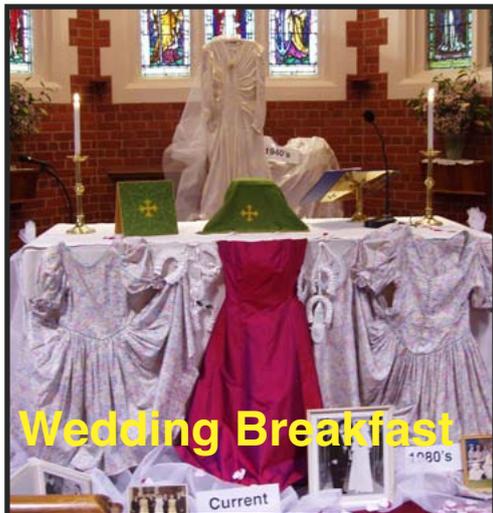
Hand made bears, given to baptism families on their 1st anniversary.



Developing activities that encourage locals to come on to the church property in a non threatening way



Another excellent community event



Yet another relevant event where the community might want to be involved and an opportunity to renew their vows

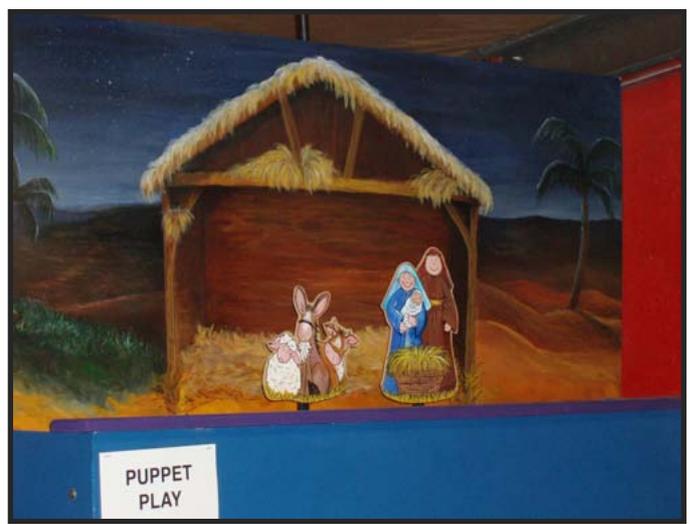
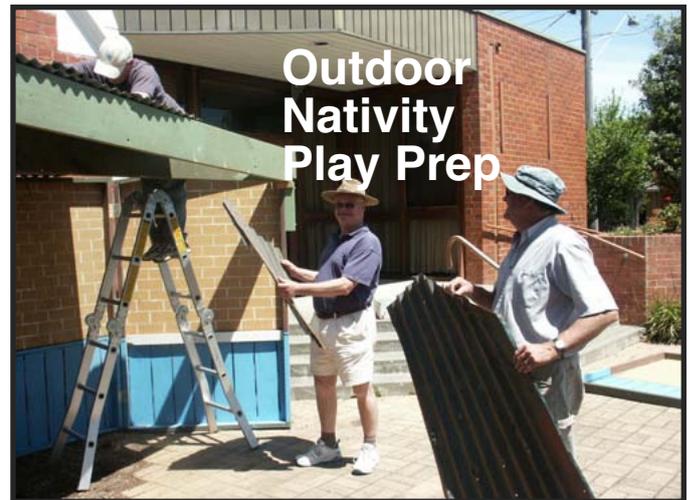
Parish Camp



Christmas Lighting Festival

This is a great outreach activity as families are looking for things to do together around Christmas time. It is very labour intensive before, during and after but the results could be amazing. Eg: Werribee parish have been doing this for 10 years and have attracted over 10,000 people to the 2 week festival. However scaled down versions of this would still be effective but would need to be seen as very professional. It could even be as simple as decorating (trimming) numerous trees in various themes. To view Werribee's plans from previous years go to

<http://www.grassroots.com.au/christmaswerribee/christmaspromo2009.html>



FELLOWSHIP AND GETTING TO KNOW ONE ANOTHER.

VICARAGE/RECTORY BBQ LUNCHES

In previous parishes I have invited parish members twice a year (about 20 at a time) to a BBQ or soup and sandwiches 'get to know you luncheon'. This could be possible during the locum if facilities were made available. As well as this, one idea during the locum period could be to hold various "High Tea's. These would normally held at the rectory or some other suitable location. It is an excellent way of getting to know one another.



PARISHIONER "HIGH TEAS"



Sunday Lunches

Parishioner High Teas

This concept is an excellent "Get to Know You" method of enabling Parishioners to feel special.

Ideal for those who don't work or are elderly as they can be held during the day. All stops are pulled out, from the best china, to good old fashioned food and fellowship.



GETTING TO KNOW YOU NIGHTS

These are very important for newcomers. The idea is to have an up market supper with decent coffee etc. The night commences with people introducing themselves and then the rector could present an overview of the parish in a media presentation. The night also explains the parish direction and especially the policy of not asking them to do anything for 12 months (or go on a roster) so they can feel their way. If on the other hand they wish to offer, then that is fine.



Bushfire Appeal

BEING SEEN AS RELEVANT

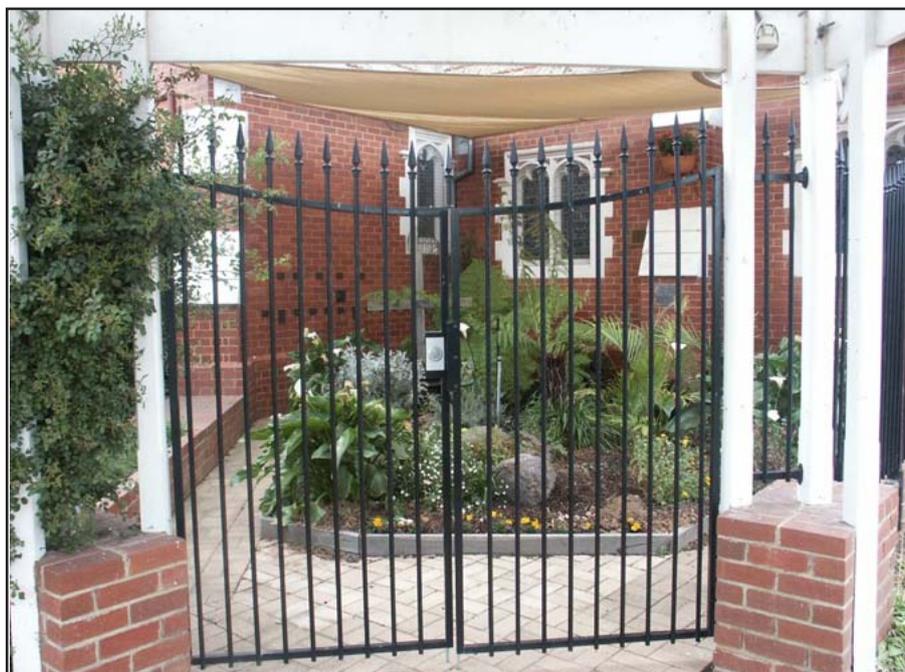
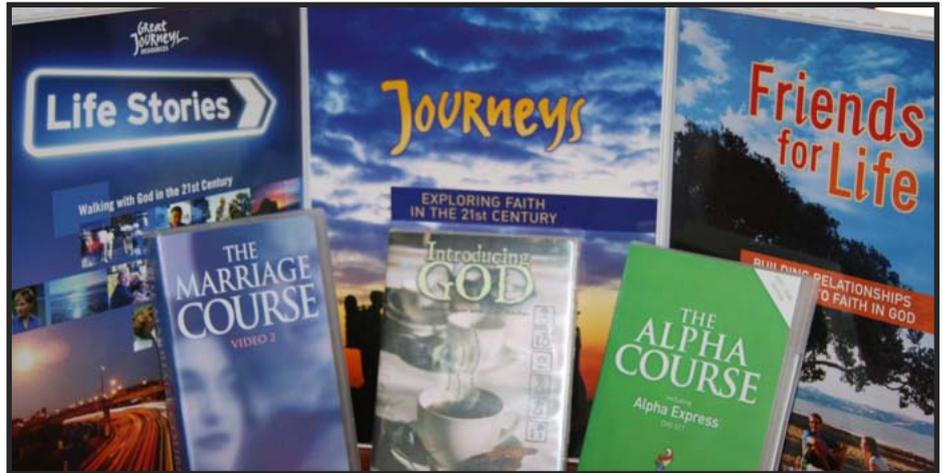
One way the community see the church as relevant is when they take seriously support of community needs. Practical things like collecting tools for the bush fire victims. A special (relevant) service to assist the local grief as well as prayerfully upholding those in the danger area etc.

KNOWING THE FAITH

Various 5 week special afternoon and or nights could be organised in encouraging a deeper understanding of the faith and our putting it into practice.

Some of the Video/DVD presentations that could be used include

Journeys
Life Stories 1 & 2
Cut the clutter
Marriage Course
Friends for Life
Heroes
Introducing God
Alpha Courses



ASHES OF LOVED ONES

Sadly many of these church provided special places look unloved. If a place is to be provided for the ashes of loved ones, it is important that the area has a peaceful atmosphere about it. One suggestion, as water is a precious commodity, is to consider the use of tanks to give the area a lush look without the expensive tag of paying for water.

VISITORS QUESTIONNAIRE REGARDING WELCOMING

	Yes	No	A Little
Outside the property			
<i>Layout and care of grounds</i>			
Is it appealing (ie no weeds or untidyness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Signboard</i>			
Does it correctly show the sunday services?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can it be easily read, passing by in a car?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On arrival on Sunday			
<i>Sidespeople on duty</i>			
• Were they welcoming and showed an interest in you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did they look at you and smile when you received your books? Did they offer more than 'hello'?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Were name tags worn by parishioners? →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Were you given a name tag? →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Was your name and address taken? →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did they give you a parish promotional kit? →	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did anyone sit with you to help follow the service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
During the service			
• Did members make a point of sharing the peace with you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did they look at you when they passed the peace?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did you find the service easy to follow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Were you happy to use the prayer book provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• If you used a service sheet, was this easy to use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did you feel there was a real joy in the service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Were children's needs considered in the service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Yes	No	A Little
After the Service			
• Were you welcomed by the clergy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did parishioners just say a passing hello? (clinical)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did parishioners show a genuine interest in you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Were you invited for a cuppa?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did parishioners speak to you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Were you a wall flower with your cuppa?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Approx number who spoke to you whilst you stayed for a cuppa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did the cuppa team make the cuppa for you?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did you have to make your own cuppa?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Was the morning tea creative (ie not just a biscuit)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General impression of your worship Day			
Helpful <input type="checkbox"/> Uplifting <input type="checkbox"/> Caring <input type="checkbox"/> Boring <input type="checkbox"/> Worshipful <input type="checkbox"/>			
Would the experience encourage you to return?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Comments			

SAMPLE COPY

Original can be printed out by going to www.grassroots.com.au/WelcomingQuestionnaireVisitors.pdf

Rear of welcome folder

Booklet outlining what happens in the parish

Questionnaire in the hope visitors will fill it in and return in the stamped self addressed envelope to give their impressions of their sunday visit

Front of welcome folder and give away pen (Above)

Postcards: Front side

Postcards: Reverse side

Examples of the web page for the parish and how to access it

Below - Magnet

History of the cemetery and background on some of the more interesting monuments

Booklet outlining the history of the stained glass windows and their meaning

Some of the contents of the "Welcomers Kit" developed for the Parish of Balhannah