

Worship Service Guide

AUSTIN SQUARE BAPTIST CHURCH

RESPONSIBILITY AND PREPARATION

- ❑ We have the privilege of leading the congregation into the presence of the living God.
 - All those who participate in leading the worship service should prepare their materials and rehearse ahead of time.
 - As it is necessary to be aware of many factors around you and the needs of others during worship, it is vital that you first attend to your own spiritual state prior to the start of the worship service. Meet for prayer at 10:15 in the Pastor's Study.
 - We do not perform for the congregation but rather present ourselves before God and lead others to do the same. Worship leaders need to project an attitude of reverence and grace. Avoid frivolous comments and limit humorous interjections that may throw off the focus of the congregation.
 - Those leading in worship take their place on the platform to identify their role and instill confidence in other worshippers that all is in order. Step down only during natural breaks, such as just after the 2nd hymn.

WORSHIP SERVICE RUN-THROUGH

APPROX. TIME

- ❑ Praise Song Introductions 9 min.
 - Welcome worshippers and instruct them to begin to focus their hearts on God (10:20 am.).
- ❑ Call to Worship: Opening Psalm. 2 min.
 - Explain why we gather for worship (or just tell them we are reading the psalm as the call to worship). Identify the type or theme of the psalm if appropriate (consult with an Elder if this is unclear).
 - Psalms are meant to be heard rather than be studied. Instruct the congregation to listen rather than read.
- ❑ First Hymn: Announcement and Introduction. 5 min.
 - Correlate with theme. Try to tie each element together so their attention flows from one to the next.
- ❑ Invocation. 1 min.
 - Invite God to make his presence known and the people to come before him.
- ❑ Scripture Reading and Introduction. 5 min.
 - The introduction needs to be kept under 2 minutes. Read clearly.
 - Announce the text and invite the congregation to read along with you. Also list the page number in the pew bible for visitors.
 - Focus on the context, difficult issues and a modern application for listeners in your introduction.
- ❑ Special Music/Choir Presentation. 4 min.
 - A brief introduction or clarification may be appropriate.
- ❑ Intercessory Prayer. 5 min.
 - Address the Father directly, but also thank our Triune God – Father, Son and Holy Spirit.
 - Alternately, we will plan to begin with the Lord's Prayer, observe a time of silence, or make specific mention of praying for those in authority.
 - Note: Don't list off every item from the bulletin or feel you need to tell God – or the people – every detail.

- ❑ Offering Announcement, Offering, and Offertory; Doxology. 3 min.
 - Inform the congregation that giving their Tithes and Offerings is a part of worship.
 - A designated Usher will offer a prayer of thanksgiving at the conclusion.
 - Doxology will be cued up on the screen at the appropriate musical transition.
- ❑ Children's Story. 5 min.
 - Announce that children should come forward; and afterwards those 5 and under go to class.
 - Tie into service theme, as appropriate.
- ❑ Second Hymn: Announcement and Introduction. 4 min.
 - Tie in again with the theme of the service and the sermon.
- ❑ Sermon. 30 min.
 - Sermon title and text are displayed on the screen at the start; doctrine will come up on cue.
 - Invite congregation to follow along with reading of scripture passages.
- ❑ 3rd Hymn: Announcement and Introduction. 5 min.
 - Tied in again with the theme of the sermon and the conclusion of the sermon.
 - May be replaced with three celebratory hymns/praise songs (adding up to another 5 min.).
- ❑ Fellowship Offering: Announcement and Offering. 4 min.
- ❑ Special Music before Communion (during Offering above). (4 min.)
 - A brief introduction or clarification may be appropriate.
 - Bring children out and encourage those in balcony to come down.
- ❑ The Lord's Supper. 10 min.
 - Instructions and Words of Institution.
 - Passing of the elements.
 - Prayer before each element – extemporaneous by 2 servers.
- ❑ Closing Announcements. 2 min.
- ❑ Benediction. 1 min.
 - Blessing on all those who have responded to the Word.
- ❑ Congregational Greetings.
 - Worshippers fellowship immediately after service and meet Pastor(s) on the way out.
 - Last change to have visitors sign guest book.

SERVICE LENGTH

- ❑ Goal for a Regular Service: 77 minutes (including opening choruses); end at 11:37 am.
 - Opening presentations and closing musical selections may push it up to 5 minutes later.
- ❑ Communion Service: 92 minutes; end at 11:52 am.