

# National Conference on Worship, Music, & the Arts

## *Light to the Nations*

### Benefits of a Worship Music Coordinator

July 19-22 St. Peter & New Ulm, MN

Rev. Philip Casmer, Associate Pastor

Christ the Lord Lutheran Church – Brookfield, WI

*Christ the Lord, Brookfield, has a music coordinator serving in a part-time capacity. Learn how this position has had a **positive impact** not only on worship but also on other areas of parish life and health. Discover how this position **interacts with** the pastor. Insights will apply to both **volunteer and called positions**.*

#### Introductions

Notes & Questions

#### I. WHAT... (Our Experience at CTL)

- A. ...history brought us here?
- B. ...does this look like at CTL?

#### II. WHY... (Blessings & Benefits at CTL)

- A. ...is this worth our congregation's time?
  - 1. Worship
  - 2. Membership
  - 3. School & Sunday School
- B. ...is this worth ministry time?
  - 1. Worship Planning
  - 2. Worship Teamwork

#### III. HOW... (Ideas & Encouragements for You)

- A. ...will this look in our place?
  - 1. Staff
  - 2. Volunteer
- B. ...can we possibly!?!
  - 1. Plan<sup>1</sup>
  - 2. Pay
  - 3. Peace

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<sup>1</sup> A plethora of resources may be found at <http://connect.wels.net>, under "Planning for Worship" and other categories along the left column

## Music Ministry at CTL

Presently the Leadership of the CTL Music Ministry is done by Mrs. Jackie Gerlach, the CTL Music Coordinator. This position is part of her Call and CTL compensates her at \$----- per year.

The "driver" for the Music Ministry is the Worship Plan created by Pastor Kolander. This Worship Plan extends out 9 months and, for each regular and special service, identifies:

1. The Sermon theme for the week
2. The Scripture readings for the week
3. The Hymn selection for the week
4. The Psalm selection for the week

Mrs. Gerlach is responsible for locating, providing and encouraging musicians and vocalists and selecting appropriate music for CTL Worship Services.

The specific musical presentation needs and formats include:

1. Organists for every service (of which Mrs. Gerlach is one)
2. Adult Handbell Choir
3. Junior Handbell Choir
4. Pre-School and Kindergarten singing
5. 1<sup>st</sup> and 2<sup>nd</sup> Grade singing
6. 3<sup>rd</sup> and 4<sup>th</sup> Grade singing
7. 5<sup>th</sup> and 6<sup>th</sup> Grade singing
8. 7<sup>th</sup> and 8<sup>th</sup> Grade singing
9. Sunday School singing
10. VBS Singing
11. Soloists and Duets
12. Small Singing Groups
13. Brass Choir
14. Woodwind Choir
15. Piano Accompanists
16. Flute and Recorder Accompanists
17. Others (Guitars, Cellos, Bells, Chimes, Tambourines, Tympanis, Drums, etc.)
18. Visiting Choirs (WLHS Choirs and Groups, Seminary Choir, MLC Choir)
19. Though not directly responsible for the Adult Choir, coordinates singing dates, themes, suggests anthems, and Psalms etc., with Mrs. Lu Kolander, Adult Choir Director.
20. Though not directly responsible for Piano music lessons at LES, coordinates pre-service music of the piano students with Mrs. Lu Kolander, Piano Teacher.

For each of these presentations Mrs. Gerlach must:

1. Know and/or become familiar with the theme, readings, psalms and hymns of the Sunday at which a Musical presentation is expected
2. Determine what types of musical presentation(s) are best and appropriate for the specific Sunday.
3. Contact Musicians and/or Vocalists to commit to and reserve their time.
4. Be aware of the worship decorum expectations of Pastor Kolander and CTL.
5. Select appropriate music to enhance the Worship service, yet appropriate for the skills and range of the Musicians and/or Vocalists selected.
6. Confirm the musical selection with Pastor Kolander.
7. Order/ Receive sheet music and distribute to Musicians and/or Vocalists.
8. Create audio tapes for the Vocalists to practice with at home.
9. Schedule and attend teaching and practice sessions of the Musicians and/or Vocalists.
10. Be at each service at which a musical presentation is being made, at least ½ hour early to do a last rehearsal.
11. Assemble microphones and adjust and make final settings on the sound system mixer.
12. Direct each presentation at each worship service (2 or 3 services per week).
13. Continually be aware of the musical gifts of current and new CTL members.
14. Encourage current and new members to share their musical gifts in worship.
15. Manage CTL's Music Library - - Filing in an organized manner and keeping track of what was sung, by whom and when (date and the occasion).
16. Maintain records of what music was used under the Copyright subscription service we use to allow us to copy (then destroy) certain sheet music under prescribed conditions.

17. Make use of songs from the new (not yet formally available) WELS hymnal supplement; obtaining approval from publishers and composers before publication.

These (above) are the duties that Mrs. Gerlach presently performs and has thereby grown the CTL Music Ministry to the excellence CTL truly appreciates. However, Mrs. Gerlach's vision includes an expanded Music Ministry that she believes ought to include musical presentations by:

1. LES Student musicians who are enrolled in the WISCO Band program
2. High School Student musicians in the WISCO Band or ensembles.
3. High School Student vocalists in the WISCO Choirs, WISCO Kids, Revelation.
4. College Student pursuing music at the college level (Organ at MLC, etc.)
5. Introducing more variety within Worship
6. Purchase special but often used instruments (timpani, brass instruments, chimes, etc.) to avoid the need to beg/borrow these from other agencies (WLHS, WLC) or friends.
7. Including more of the available liturgies in Worship that CTL has not yet used.
8. Making more use of available resources (WELS, Internet, Libraries) for ideas for worship and expanded Music Ministries.
9. Hosting a "School of Worship" for CTL and nearby WELS congregations as presented by the WELS Commission on Worship.
10. Encouraging more CTL leaders to attend the National Worship Conference in 2008 to learn what is available, doable, and what could be.
11. Make plans to purchase new WELS hymnal supplement scheduled for availability in July, 2008 - - make budgetary presentation for 2008 budget.
12. Develop and submit an annual Music Budget to be incorporated in the next year's financial plan

Comments:

The duties that Mrs. Gerlach has absorbed and is currently performing as the Music Coordinator are well beyond the scope of what was likely originally envisioned when she accepted the addition to her Call. That is a result of her love for the Music Ministry and her ability to manage (or give up) her personal time. Mrs. Gerlach has advised that this pace is not sustainable for one person on a virtually volunteer (my words – not hers) basis. In the short term, *in order to maintain just what we presently have*, Mrs. Gerlach recommends the addition of an Instrumental Coordinator to take over that portion of the role. As an alternative she thought if an Adult Bell Choir and Junior Bell Choir Coordinator could be identified, then she could take over the Instrumental portion of the assignment - - - but not both.

Recognizing that an expanded Music Ministry is something that is a high priority in our Long Range Plans, not only for enhancing our worship but to include more of our musically gifted members in our worship and fellowship opportunities, expanding of the Music Ministry leadership is a necessary first step. Three concepts arose as a result of our discussions.

1. In order to do what needs to be done to expand the Music Ministry, the Music Coordinator position needs to be identified and funded for the work performed (thereby expected) to at least a 50% Called Worker position.
2. The need for a Worship Committee who meets as needed to plan and manage the expansion of the Music Ministry in terms of types of Worship Services and the types and style of music to be offered, and to support the Music Coordinator in this endeavor. Such a board might consist of:
  - a. The Pastor(s)
  - b. The Music Coordinator
  - c. The Choir Director
  - d. The Chairman of the Board of Elders (or his designate)
  - e. Any other leader or consultant that would add value to this board's purpose.
3. Mrs. Gerlach also recommended that whenever a new teacher is being considered for a call to CTL (for replacement or for school staff expansion), the musical background abilities of the candidates ought to be rated as an important factor to provide an opportunity to further expand the capabilities of the CTL Music Ministry.

## CTL Music Ministry Recommendation

November 3, 2008

### **I. Expand the Music Ministry**

- A. Before we agree to Expand the Music Ministry, we need to define it.
- B. To Define it we need to formalize it / structure it; independent of who fills the Music Ministry position (Minister of Music?)
- C. To Expand it means we believe it can be bigger/better than what it already is, and can define what that means.
- D. Therefore we have to determine where we are currently as we look at what it should be now, and with the help of the Holy Spirit, what it can become in the future.
- E. Therefore, we need to determine where we are as compared to what a 50% Called Worker should be doing. From what we have just presented, we believe that Mrs. Gerlach is already at that level of commitment and responsibility of this position (minus the authority) without even including the expanded role that is being requested by the congregation.

### **II. The Blessing CTL has been given with the Candidate for the Music Ministry Position:**

- A. Mrs. Gerlach loves and is gifted in the subject of Christian Music.
- B. She has demonstrated the ability to identify and successfully encourage musicians to look forward to and participate in the Music Ministry
- C. She has demonstrated the ability to select music that fits the occasion(s) and fits/challenges the capabilities of the musicians as well as the listeners.
- D. She has developed an appreciation for and an expectation by our congregation of high quality musical presentations in worship.
- E. She has a full conceptual and technical understanding of what a Music Ministry is, what it should be, what it can become at CTL and what effort and commitment it takes for it to be done professionally.
- F. She has the energy and enthusiasm to drive the Music Ministry to the next higher level(s).
- G. She has access to a significant amount of music resources (sheet music, instruments, composers)
- H. She has direct and immediate access to the WELS Worship expert and therefore has the greatest access to all manner of information, music, counseling, concepts, and implementation ideas.

*All of this above, plus points not mentioned, convince us of the likely fact that CTL already is, through Mrs. Gerlach's volunteer work, far beyond what most churches have as their Music Ministry Vision. Having said that, we believe that Mrs. Gerlach has already fulfilled and continues to fulfill the requirements of a 50% called worker.*

### **III. "Now" Priority Comparisons**

- A. There are 10 specific issues identified to the congregation by the Church Council that are high priority to be implemented "Now" (vs. "Soon" or "Later").
- B. From what we can determine:
  - 1. 5 require definition, development, structure, organization
  - 2. 4 are in stages of development or start-up.
  - 3. 1, the Music Ministry is ready to go now, and certainly by January 1, 2009

### **IV. Recommendations - The Music Ministry Sub-Committee of the Board of Elders recommends to the Board of Elders and to the Church Council that:**

- A. The Music Ministry position becomes effective as a 50% Called Worker position beginning January 1, 2009
- B. Mrs. Gerlach's present call is expanded to being a 100% Called Worker (50% Music Ministry and 50% Teaching) at the earliest opportunity.
- C. We pray in thanks for the Music Ministry blessings we have already been given
- D. We pray for the successful support and implementation of a formal Music Ministry at CTL.

### **V. Budgetary Impact. - - *This portion included numbers specific to the CLT budget and Mrs. Gerlach's pay.***

Respectfully Submitted,  
Music Ministry Sub-Committee of the Board of Elders

**Director of Parish Music**  
**Christ The Lord Evangelical Lutheran Church and School**  
**Brookfield, WI**

**I. Purpose:** To provide and coordinate music for worship in accord with Lutheran worship principles.

**II. Status:** The Director of Parish Music is a year-round, 50% Called Worker Position and reports functionally to the Pastor(s) and administratively to the Board of Elders.

**III. Qualifications:**

The Director of Parish Music must possess and demonstrate:

- A. The characteristics and abilities for called workers as outlined in Paul's letters to Timothy and Titus.
- B. The theological discernment and musical knowledge to carry out the responsibilities of the position.
- C. Keyboard and conducting skills for public worship and ability to serve as a model for other musicians
- D. Administrative skills to oversee the music program for both the church and school.
- E. The ability to recruit, to coach, to critique and to inspire the musicians.
- F. The ability to plan, to research and select music for instrumentalists and vocalists consistent with the worship theme and within the musicians' spiritual gifts and abilities; from pre-school students to professional level musicians.
- G. The ability to multi-task on many levels, for many musical events/services.

**IV. Authority and Responsibility:**

- A. Provide organists for every regular and special worship service including weddings and funerals.
- B. Develop, organize and manage the LES music curriculum.
- C. Prepare and Direct (or delegate where appropriate):
  - 1. The LES students in musical presentations in worship.
  - 2. The Sunday School musical presentations in worship.
  - 3. The VBS singing.
  - 4. Soloists, duets and small groups.
  - 5. Brass Choir, Woodwind Choir.
  - 6. Piano, brass, woodwind, strings and percussion accompanists.
- D. Coordinate musical presentations with:
  - 1. The CTL Choir Director.
  - 2. The CTL Handbell Choir Director.
  - 3. The LES Piano Instructor.
  - 4. Visiting choirs.
- E. Manage the CTL Music Library.
- F. Schedule organ and piano maintenance and tuning.
- G. Establish and maintain a priority list of musical instruments and other musical and support equipment to be obtained through budgeted purchases or through gifts and/or memorials.
- H. Establish and maintain a Vision for the CTL Music Ministry
- I. Develop, submit and manage the annual financial budget to accomplish the Purpose and the Vision for the CTL Music Ministry.

Established: January 27, 2009

## CTL DPM's Average Workday

Excerpt of an email interchange with DPM Jackie Gerlach, Thursday, July 14, 2011

During a normal week, I will conduct rehearsals/practices of standing groups, find music and players for "holes" in that week or the coming weeks, talk with the pastor to get the music approved, touch bases with the secretary, distribute music, make rehearsal tapes, find performers, schedule and conduct rehearsals, report music to appropriate agencies (One License), set up mics, be at the church services, and put music away (Mary Beth helps out here.) On an ongoing basis a person should sort music samples in an organized way so they can find music when certain occasions arise. I don't do much of this during the year but instead, rely on many years of Bryan's collections and us sorting a few times together. Music samples can be very overwhelming.

On a sample day, such as today: I met with Jessica briefly, met with Dave briefly (or maybe that was last night), made extra copies<sup>2</sup> of the music to give to Julie who I set up last night to play in 2nd service on Sunday, texted the Kolander girls, found another piece for them to sing in August, found a piece for Tim K to sing in August, copied the piece and gave the copies and explained them to Ben K, tried to meet with Julie J (she was too busy), gave instrumental music to Dee Ann who is going to accompany Al Mueller next week (I picked out music for him last night), had a conversation with her about other possibilities for music, talked with John M about mic's that need to be used on Friday, played through a few pieces, looked at a variety of indices for ideas that fit with "A Summer in Rome." Also, called Emma on the phone, tried to talk to Lu about the schedule but she was busy, read emails from handbell players answering questions I had asked them...(just a sample day--things vary)

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<sup>2</sup> Note that "copies" includes copies of sample music for pre-order testing, copies paid for under license, etc. All music and copies are made within the stricture of the music budget, which does plan for sheet music expense.

## Music Ministry Function Scheduling Matrix

<u>Actions Needed</u>	Learn Themes and Readings	Determine when Musical presentation is needed	Determine types of music for the service	Contact instrumentalist and/or vocalists to commit and reserve their time <b>(one or more)</b>	Select music appropriate for the service and skill level of the musician <b>(one or more)</b>	Confirm musical selection with the pastor(s)	Order/Receive and distribute sheet music to the musicians <b>(one or more)</b>	Create audio tapes for vocalists to practice with at home	Schedule and attend teaching and practice sessions <b>(one or more)</b>	Practice 1/2 hour prior to and attend each Worship Service <b>(one or more)</b>	Assemble Microphones and make final settings on sound system <b>(one or more)</b>	Direct each presentation being made at each of the 2 or 3 services <b>(one or more)</b>
Scheduling Steps												
During Week 1												
For Wk 6 Music	X	X	X									
For Wk 5 Music				X								
For Wk 4 Music					X	X						
For Wk 3 Music							X	X				
For Wk 2 Music									X			
For Wk 1 Music									X	X	X	X

The purpose of this chart is to show that there is a significant preparation lead-time (~ 6 weeks) to provide a quality musical presentation for a given week. Though there are some weeks where there is no special music, in many other weeks there are multiple presentations. Therefore there is much overlap of actions needed as scheduling steps need to take place for presentations due in week 7, 8, 9, etc., etc.

Fall 2010		ILCW C		Fall Theme: The "Cost" of Christian Discipleship (Luke 14:27) <i>Challenges and Comforts for the Child of God</i>					
	Sunday	Text	Emphasis	Hymns & Psalm	Liturgy	Music 8:00	Music 10:30	Organist	Notes / Monday
9/12	P 16	Luke 14:25-33	Counting the Cost	414, 457, 464*, 453 (1,3,5)	38			Bryan	
9/19	P 17	Luke 15:1-10	Found by Christ	397, 355, 304*, 458	DS 1			Larry	
9/26	P 18	Luke 16:1-13	A Good Steward	484, 421, 485*, 489	RMP		Gr.5-8	Susan	757 = Psalm
10/3	P 19	Luke 16:19-31	Riches in Heaven	732*, 434, 313, 476 (1,4)	26	Adult Bells Adult Choir	Adult Bells Adult Choir	Bryan	
10/10	P 20	Luke 17:1-10	Doing Our Duty	181, 456, 457, 469*	38	Gr. 3-4 will sing st. 3 of 469.		Dee Ann	
10/17	P 21	Luke 17:11-19	Giving Thanks to God	460 (1-3)*, 520, 740, 460 (4-5)	15		Gr. 1-2-Dee Ann can accompany	Susan	
10/24	P 22	Luke 18:1-8	The Gift of Prayer	411*, 386 (1,4-6), 409, 322	45		Pre-K and Kdg.	Doris	407 = Lord's Prayer
				<b>End Time Theme: Christ's Love, Our Calling (WELS Emphasis)</b> <i>Love Takes Time</i>					
10/31	ET 1 Reformation	1 John 3:1-2	Amazed at Christ's Love: He Calls Me His Child (Jesus Took Time for Me)	200, 390 (1,3-5), 752*, 203	38	Adult Bells Adult Choir	Adult Bells Adult Choir	Larry	No School
11/7	ET 2 Last Judgment	Acts 2:37-47	Seeking Time with the Body of Christ	206, 532, 207, 492 (1,4)*	DS 2		SS	Susan	
11/14	ET 3 Saints Triumphant	Colossians 4:2-6	Seeking Time for My Neighbor	215, 525, 729, 214* Change	RMP	Gr. 5-8 Sing With All the Saints CWS776	Hymn change-check for exact plan	Doris	525 Familiar ? Gospel – MT 25:31-40
11/21	ET 4 Christ the King	Luke 7:36-50	Committed to Christ Our King	392*, 217, 744, 219	DS 1	Adult Choir	Adult Choir	Dee Ann	Tournament
11/24	Thanksgiving	Psalms 118:19-29	Give Thanks to the Lord			Gr. 3-4		Doris	
<b>Winter 2010-11</b>		ILCW A		<b>Sunday Advent Theme: It's Time to Get Ready for Christmas</b> <b>Wednesday Advent Theme: "What Child Is This?" (CW 67)</b>					
11/28	A 1	Romans 13:11-14	Time to Wake Up	2, 704, 15, 21*	38	Adult Bells CTL brass pts-in inst. file	Adult Bells	Jay	
12/1	Midweek A 1	Luke 2:8-12	Announced by Angels	1, 24, 63	54	Gr. 1-2		Larry	CW 67:1, Note: CW 63 not "Christmas festive"
12/5	A 2	Romans 15:4-13	Time to be Encouraged	16*, 13, 312, 451	26	Adult Choir	Adult Choir	Bryan	
12/8	Midweek A 2	Luke 2:6-7	Born among Cattle	12, 703, 68	54	Adult Choir		Doris	CW 67:2
12/12	A 3	James 5:7-11	Time to Be Patient	7, 702, 13*, 3 (4-5), Ps CW 14 (1-2)	38		Gr. 5-8	Susan	
12/15	Midweek A 3	Luke 2:17-20	Worthy of Praise	8, 17, 6	54	Gr. 3-4		Bryan	CW 67:3
12/19	A 4	Romans 1:1-7	Time to Welcome the God-Man	30*, 23, 18, 47 (1,5)	DS 2	Adult Bells	Adult Bells	Larry	
12/24	Christmas Eve (4:00 – Chil.)							Bryan	
12/24	Christmas Eve (7:00)	Luke 2:1-5	Born during a Census	706*				Susan	
12/25	Christmas Day	Luke 2:13-14	Come to Bring Peace			Adult Choir, Adult Bells		Doris	
12/26	X 1	Galatians 4:4-7	The Time Has Been Fulfilled	41, 45, 59, 42	45			Doris	No Monday worship
12/31	NYE	Psalms 62:1-8	God Is Our Refuge					Dee Ann	
1/2/2011	X 2	Ephesians 1:15-18	Time to Thank God for Each Other	55, 58, 35, 49	26			Jay	316 – after comm..
1/9	Ep 1 Bap, of Jesus	Isaiah 42:1-7	"I Will Put My Spirit on Him"	343, 89, 709*, 79 (4-5)	RMP			Doris	



Epiphany Theme: "Enriched in Every Way" (1 Cor 1:5)						February Acknowledge 50 <sup>th</sup> Incorporation ? Use 732 during Epiphany ?			
1/16	Ep 2	1 Cor. 1:1-9	Strength to the End	86, 427, 741, 451*	15		Gr. 3-4	Susan	
1/23	Ep 3	1 Cor. 1:10-17	Unity of Mind and Thought	85, 93, 81*, 496	38	Gr. 1-2		Dee Ann	773 – response to 2 <sup>nd</sup> Lesson
1/30	Ep 4	1 Cor. 1:26-31	Boasting in the Lord	556, 767*, x, 125	45	Adult Choir Adult Bells 767-, Kosche-just choir jwpepper	Adult Choir Adult Bells	Larry	
2/6	Ep 5	1 Cor. 2:1-5	Faith That Rests on God's Power	82, 280*, 315, 403 (1)	DS 1	Gr. 5-8			
2/13	Ep 6	1 Cor. 2:6-13	God's Secret Wisdom	84, 746, 283*, 283 (4)	38				Tournament
2/20	Ep 7	1 Cor 3:10-11, 16-23	A Sure Foundation	531*, 492, 742, 416 (1-3)	DS 2	Adult Choir	Adult Choir		
2/27	Ep 8	1 Cor. 4:1-13	The Scum of the Earth	236*, 762, 90	RMP	Gr. 1-4			757 can replace 762
3/6	Ep 9 Transfiguration	2 Peter 1:16-21	A Morning Star Rising in Our Hearts	79 (1-3), 747*, 97, 79 (4-5)	26	Adult Bells	Adult Bells		No School
<b>Lenten Sunday Theme: He Crushed the Serpent's Head</b>									
<b>Lenten Midweek Theme: "Oh, Come, My Soul, Your Savior See" (CW 99)</b>									
3/9	MW L 1 Ash Wednesday	Passion History 1	Determining When All Would Happen	99*, 714, 109	C 2	Adult Choir			Passion History Follows Opening Hymn
3/13	L 1	Genesis 3:1-15	A Needed Promise	201, 378, 396, 114 (6-7)	15 (no cmn)	"40 Days and 40 Nights" Jr. Choir Fest	Pre-K-Kdg		
3/16	MW L 2	Passion History 2	Knowing All That Would Happen	100 (1,2,4)*, 101, 127	C 2	Gr. 5-6			CW 99 follows Passion History
3/20	L 2	Genesis 12:1-8	A Great Nation	122 (1-3), 392, 391, 125	DS 1		SS		
3/23	MW L 3	Passion History 3	Saying Nothing in Secret	98 (1-4)*, 129, 111	52	Gr. 7-8			CW 99 follows Passion History
3/27	L 3	Isaiah 42:14-21	Darkness into Light	343, 353, 369, 123	45				Women's Retreat Spring Break
3/30	MW L 4	Passion History 4	Stirring Up People by His Teaching	102, 112, 108*	52	Adult Bells			CW 99 follows Passion History Spring Break
4/3	L 4	Genesis 37:1-11	Strange Dreams	124, 713, 486, 345	DS 2	Adult Choir	Adult Choir		
4/6	MW L 5	Passion History 5a	Speaking Blessings among Insults (The words on the cross)	106, 139, 114 (1-4)*	C 2	Gr. 1-2			CW 99 follows Passion History
4/10	L 5	2 Kings 4:18-37	A Child Raised	373, 110 (1,3,5,7), 715*, 372	38				
4/13	MW L 6	Passion History 5b	Resting in a Secure Tomb	103, 115, 128	C 2	Gr. 3-4			CW 99 follows Passion History
4/14	Confirmation Examination?								
4/17	L 6 Palm Sunday	Zechariah 9:9-10	On the Back of a Donkey	130, 133*, 131, 597	26		Gr. 5-6		Confirmation (?)
4/21	MT	John 13:1-15	Serving in an Upper Room	717, 136, 135, 117 (5-7)		Adult Choir			CW 398 Confession
4/22	GF 1	John 19:17-30	Serving while Dying (Mother / Us – Finished)	107, 754, 113, 387		Gr. 3-4			CW 138, if needed
4/22	GF Tenebrae	John 19:1-16	Standing in a Purple Robe	140, 718, 397					CW 389, if needed\
4/24	Easter	Matthew 28:1-10	Standing Outside an Open Tomb	722*		Adult Choir, Adult Bells	Adult Choir, Bells		

Spring 2011	ILCW A	Easter Theme: My Lord and My God				Acknowledge 50 <sup>th</sup> Naming of Church			
5/1	E 2	John 20:19-31	He Gives Peace in Confusion	165 (1-7), 760*, 167, 165 (8-9)	DS 1		Gr. 1-2		144 = Response (Psalm)
5/8	E 3	Luke 24:13-35	He Opens the Scriptures	735, 160, 151, 166*	38				Mothers' Day/ School Plays
5/15	E 4	John 10:1-10	He Is the Good Shepherd	766, 374*, 145, 163 * 375	DS 2	Adult Bells	Adult Bells SS		163 * - If needed for communion
5/22	E 5	John 14:1-12	He Is the Way, the Truth and the Life	143, 356, 146*, 164	RMP	Adult Choir ??	Adult Choir ??		CW 141 "Glory to God"
5/26	Ascension Day	Luke 24:44-53	He Lifted Up His Hands and Blessed Them	169, 173, 174, 769		Gr. 5-8			One Week Early (6/2)
5/29	E 6	John 14:15-21	He Wants Our Obedience	148, 377 (1-4), 155*, 168	45				Memorial Day
6/1 (Wed)	LES Closing Service					Kdg-Gr. 8			
6/5	E 7	John 17:1-11a	He Prays for His People	150, 359, 145, 720 (1-3,6)	DS 1				
6/12	Pentecost	Acts 2:1-13	The Holy Spirit Comes upon the Disciples	176, 181, 186, 182	38				Try 187 instead of 181?
6/19	Trinity	2 Corinthians 13:11-14	The Apostolic Blessing	177, 195, 194, 326	15				Begin Summer Theme? (A Holy Kiss) – cf. Romans: because ...

## A Snapshot of Worship – Positive Impact of Worship Planning in Recent Worship Opportunities at CTL

This chart is a simple recording of what has attended worship over roughly eight weeks of the Church Year. The variety and frequency of “additions” to the worship services is a testament to the depth and breadth a music minister’s time, talents, and organization can contribute to the worship experience.

Date:	Organ	Piano	Vocal	Instrumental	Liturgy	General
1/30/11	•	•	<b>Adult Choir/Soloist</b> – Responses	<b>Bell Choir</b> – Voluntary / Pre-service <b>Piano</b> – Choir anthems	MP	CWS 767
1/23/11	•	•	<b>Duet/Soloist/LES Gr.1-2</b> – Response	<b>Piano</b> – Psalm	SW	CWS 773
1/16/11	•	•	<b>LES Gr.3-4/Soloist</b> – Anthem; Distr. Hymn	<b>Piano</b> – Anthem; Distribution Hymn	CS	CWS 741
1/9/11	•	•	<b>Soloist</b> – Psalm; VoD <b>Pastor</b> – Chant	<b>Piano</b> – Psalm; VoD; Liturgy <b>Flutes / Oboe</b> - Liturgy	RMP	CWS 709
1/2/11	•	•	<b>HS Quartet</b> – Intro to Word; Response	<b>Piano</b> – Intro to Word; Response	SWS	
12/31/10	•	•	<b>Soloist</b> - Psalm	<b>Piano</b> - Psalm	Pastor	
12/26/10	•	•		<b>Organ</b> – Pre-service <b>Piano</b> – Pre-service	SW	
12/25/10	•	•	<b>Adult Choir</b> – Responses, HoD	<b>Adult Bells</b> – Voluntary <b>Brass Ens.</b> – Pre-serv. Medley; Var. Accomp. <b>Woodwinds</b> – Pre-serv. Medley; Var. Accomp.	Pastor	
12/24/10	•	•	<b>Soloist</b> – Pre-service <b>Teen Choral Group</b> – Gathering Prayer; HoD; Sermon Response; Closing Hymn	<b>Flute</b> – Pre-service; Var. Accomp. <b>Cello</b> – Pre-service; Var. Accomp.	Pastor	CWS 706
12/19/10	•	•	<b>Soloist /Choir</b> – Gathering Song; Response; VoD	<b>Adult Bells</b> – Pre-service/Voluntary <b>Flute</b> – Pre-service; Var. Accomp.	DSII	Gathering: Advent Prayer
12/15/10	•		<b>Pastor</b> – Opening Chant <b>Gr.3-4</b> – Response		Service of Light	
12/12/10	•	•	<b>Soloist/Gr.5-8 Choir</b> – Gathering Song; Response; Closing Hymn	<b>LES Flute</b> – Var. Accomp.	MP	Gathering: Advent Prayer CWS 702

## **Example of Small-church, Pastor-driven Music Preparation**

Excerpt of a 2009 email interchange with Pastor Phil Huebner, Christ the King, Palm Coast, FL

As for worship. I spent 1-2 hours yesterday picking and buying music from everywhere online for Lent and Easter. When it arrives I will spend another hour or two sifting and playing through most of them. Because of being so busy, I often just do grand plans in my mind like, "I'll do this kind of service then, or sing this psalm or anthem around this time". Then each week I plan the service. I usually have the order of service at least planned a month in advance. For example, CW SoWS, then NSS:MP, then CW SW, then CWS DS II. But then each week I of course have to organize each service and plan it out. I first go to the pericope to get the lessons and the theme for the day. Then I go to CW Manual and enter the Prayer of the Day in the service folder. Next I do the psalm. I figure out what psalm it is and page through quickly about 10-12 books of psalms and several dozen individual psalm settings to see if I have something more creative than just the CW Psalm. If not, we will either do the CW version, or occasionally read it responsively. Then I go on to hymn selection. I spend a decent amount of time picking the hymns besides the hymn of the day, paging through CW and CWS. Occasionally there will be a good GIA anthem to use instead of a hymn (last week for Baptism of our Lord the closing anthem was O'er the River Jordan by David Haas).

Once I have everything selected I occasionally have to spend considerable time practicing the music, especially if it is something new. I have the benefit of usually recording it, so it is OK if I make mistakes because I can start over. But I would have to practice WAY more if I always played live. So I spend time recording all the music, the VOD, the Psalm, etc. Often I will also try to page through all my piano books to find offertories or preludes/postludes that match the theme or songs of the day. At normal churches even more time would have to be spent to pick several musical pieces that fit within the theme of the day--and then they would have to be practiced. Thankfully I can just often click a song I have previously recorded!

That's the normal prep work--several hours' worth. Of course more time is spent on special services for Ash Wednesday, Lessons and Carols, Xmas Eve, Easter, Christ the King, etc. Those I usually do more in advance so I can really pick and practice good stuff.

The possible ministry areas where a part-time staff position could serve are unlimited.

One Life Evangelical Lutheran Church is a growing congregation. Membership is increasing. Ministry opportunities continue to expand at a steady pace. • The desire to offer more programs and do more ministry is a common theme among both the leaders and the members. • The current staff is running at full throttle but beginning to show signs of running out of fuel. The subject of adding additional staff is a frequent topic of discussion at leadership meetings.

## It Isn't Always Either/Or

by Bruce H. Becker

How to increase staffing is a challenge for many congregations, large and small. Are there any options to this issue of staffing? Absolutely! When it comes to adding staff, it isn't always an either/or situation.

There is an option that more and more congregations have considered as a way to address their staffing needs. It involves establishing part-time staff positions. There are five key features of these part-time staff positions.

1. These are *called positions*. The congregation extends a call to an individual in much the same way it would do so for a Sunday school teacher. The call could be for a two-year, three-year, or indefinite time frame.
2. These are *compensated positions*. The congregation compensates the individual commensurate with the amount of time and responsibility that the position requires.
3. These are *accountable positions*. Like a pastor or teacher, a part-time staff person is expected to perform his or her duties faithfully and is accountable for his or her ministry to a board, the church council, or voters.
4. These are *people that require training*. In almost all cases, some training will be needed for the individuals to do the ministries for which they were called.
5. These are positions *filled by members of the congregation*. To determine who might be qualified, the congregation's leaders will need to evaluate the spiritual maturity, spiritual gifts, and skills of potential candidates.

Let's look at a couple of examples. One ministry area that might benefit from a part-time staff position is children's ministry — Cradle Roll, Sunday school, vacation Bible school, and Pioneers. A qualified individual from the congregation might be called to serve 20 hours per month overseeing and coordinating these ministries. The person would work with the pastor(s) and be accountable to the board of education. The individual could be compensated with an annual salary of \$2,400 (\$10.00/hour) as the children's ministry coordinator.

Another ministry area that often sits on the back burner is the recruitment, training, coordination, and appreciation of volunteers. The volunteer coordinator could meet with every member of the congregation to identify personal gifts and interests. The coordinator could arrange for needed training and would work with the various boards and committees to fill ministry needs with trained volunteers.

The possible ministry areas where a part-time staff person could serve are virtually unlimited — adult education coordinator, outreach coordinator, worship coordinator, visitation ministry coordinator,

communications coordinator, and so on. As the number of part-time staff positions increases, there may even be a need to establish a coordinator for the part-time staff.

One of the key roadblocks to adding a full-time staff person is the financial implication. Adding part-time staff may be financially advantageous. Consider the following comparison between adding multiple part-time staff positions and one full-time staff position:

**Part-time staff persons (20 hours/month)**

Children's Ministry Coordinator	\$2,400/year
Volunteer Ministry Coordinator	\$2,400/year
Adult Education Coordinator	\$2,400/year
Outreach Coordinator	\$2,400/year
Worship Coordinator	\$2,400/year
Visitation Ministry Coordinator	\$2,400/year
Communications Coordinator	\$2,400/year
Part-time staff Coordinator	\$2,400/year
_____ Coordinator	\$2,400/year
_____ Coordinator	\$2,400/year
TOTAL	\$24,000/year

**Full-time staff person (200 hours/month) \$40,000 to \$50,000/year**

As a congregation's ministry expands and grows, we want our fulltime pastors, teachers, and staff ministers to do the work they were primarily called to do — preaching, teaching, and equipping members for ministry. We don't want them to become overburdened with the "daily distribution of food" ministry activities as illustrated in Acts chapter 6. We also want to give our members the opportunity to become actively involved in ministry using their God-given gifts.

When it comes to expanding staff in a congregation, it isn't always an either/or situation. Part-time staff is a solution worth considering.

*Bruce Becker is administrator for the Commission on Adult Discipleship.*

The article is reprinted from the Summer 2001 **Lutheran Leader** which aims to help leaders in Lutheran congregations with a Bible-based approach to ministry.

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A focus on variety and vitality won't avoid every conflict, but it will improve worship satisfaction.

Many American churches have witnessed plenty of conflict and anything but consensus in their most important and visible activity: worship. • An article in *Christianity Today* (July, 12, 1999) states: "Music has become a divisive and fractionalizing force, balkanizing Western culture into an ever-expanding array of subcultures — each with its own stylistic national anthem. There is nothing we can do to stop the new worship divisions. So the question is: How will we respond to the new tribalism of worship and music?"

## Worship Variety and Vitality

by Bryan M. Gerlach

How sad that war plagues some parishes in the event which should most show unity, love, and loyalty to our Lord! We can avoid conflict in worship and build consensus. Here are two common thoughts to keep in mind:

- The Bible hasn't determined immutable styles for worship. Lutheran worship respects continuity with the past and recognizes that style and substance are related. But worship changes across time and cultures. These changes are adiaphora — details the Bible doesn't mandate.
- Since many worship issues are adiaphora (but not all, and not simplistically), parishes do well to offer Bible classes on worship. Foundational principles are more important than personal tastes. Word and sacrament always outrank style. An excellent resource is *Come Worship Christ*.

Variety and vitality produce broad satisfaction for the average parish. Rather than waiting for pressures to build and become divisive, Lutheran leaders are wise to encourage variety and vitality. Doing so will better serve people, and they will glorify God by giving their best in worship. A focus on variety and vitality won't avoid every conflict, but it will improve worship satisfaction.

No approach is perfect. For example, "alternative" worship seems like a good strategy to some, yet demographics alone make this unrealistic for many. More than half of WELS parishes have one hundred or fewer in worship. Some struggle to do one style well. How realistic is it for them to do two styles well? *The Christianity Today* article observes: "Churches that are too small to sustain separate congregations with separate worship styles are either trying to mix musical styles (blended worship), or they are fighting and dividing over which music to use." Even larger parishes need to ask if worship alternatives adequately demonstrate unity and fellowship.

Blended worship offers better potential, but it should not reflect an attitude of "anything goes," in which worship lacks the reverence formerly associated with worship (Hebrews 12:28). However, it is possible to pursue blended worship within Lutheran parameters. Often discussions assume polarized extremes — traditional versus contemporary — as if we must choose from only two styles. In this caricature, polarization is reinforced by stereotypes: boring, hymnal and organ, traditional versus creative, high quality, multi-instrument, contemporary.

Anything goes? The *Los Angeles Times Magazine* reported one extreme: "God's Country Goodtime Hour" with "line dancing following worship." While resisting abuses, we can pursue variety and vitality so that consensus and minimal conflict will be blessed byproducts.

- Recognize that variety and vitality concern the body of Christ united, not my taste versus your taste. Worship is something we do together and thus reflects our love for one another and our unity. "All the believers were together and had everything in common" (Acts 2:44). Worship too?
- Use more piano, not only with choir but also for service music and some hymns. For many worshipers variety in the main worship instrument — not only organ — goes a long way to bring worship freshness.
- Are you in a psalm rut, always singing psalms the same way or with only modest variation? Check out the ideas at [www.wels.net/worship](http://www.wels.net/worship). Add additional instruments to refrains, for example, a hand drum, tambourine, or triangle to the folklike refrain of Psalm 118.
- Did you use "Remember Your Love" on the Sundays in Lent 2001? Use it again in 2002 — with more variety — and then look for similar concepts for other times of the church year.
- Discuss your parish "culture" and expectations for variety and vitality at a meeting of the elders, council, and worship committee. How do you show appreciation for good worship planning? How do you encourage and enable variety, vitality, and quality?

Many good worship ideas are neither difficult nor far out. A parish employing these ideas can expect greater consensus in worship growing out of greater satisfaction. This satisfaction, under God, can help to avoid worship conflict. Then everybody benefits — worshipers, worship leaders, visitors — all to the glory of God.

*Bryan Gerlach is administrator for the Commission on Worship.*

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