

Worship Team

Mission

The purpose of the Worship Team is to ensure that the liturgy and music for the 4 annual worship services of the Presbytery of East Iowa are engaging and meaningful opportunities to glorify the God who is present and active among us. The Worship Team supports the leadership of presbytery Moderators and staff by collaborating with host churches, assigned preachers, and PEIA membership to ensure that all of the elements and logistics of worship are thoughtfully planned in advance.

Distribution of Worship Responsibilities

PCC

Approves date, time, location, offering recipient, and expenses for worship.

Presbytery Moderators

Set themes, approve preachers to invite, approve workshop topics, and facilitators. Moderators may consult with the worship team, PCC, or others, but are not required to do so. Even if the Moderators delegate the responsibility of brainstorming ideas to another individual, team, or committee, the Moderators are still responsible for making the final decision. Moderators must report their decisions to PCC, but PCC does not need to approve them. Moderators should collaborate by the end of May to plan the following year's basic worship and meeting details.

Worship Team

- Use shared worship planning worksheet to record decisions made, clarify next steps, establish deadlines, and draft liturgy/music selections.
- Collaborate to craft creative and spiritually rich liturgy for presbytery worship.
- Coordinate with the host congregation regarding musicians, music selection, and ushers.
- Invite a diverse group of TE's, CRE's, and RE's to assist in leading different elements of each worship service.

Timelines:

- **Annually:** In late August/early September, the Worship Team should meet to plan and to assign tasks (using the worship planning worksheet) for each worship service through the following year.

- **At least 2 months in advance of worship date:** Consult with the host church regarding musicians and ushers to pass the plate (which must be done even if the host church does not normally pass plates).
- **At least 6 weeks in advance of worship date:** Choose music, draft liturgy & other elements of worship, and assign musicians, liturgists, and others.
- **At least 1 month in advance of worship date:** The Worship Team should meet to ensure that all of the elements of worship are completed and to provide a final opportunity for feedback or revision. Strong consideration should be given to inviting the pastor and/or a representative from the host congregation. Meetings of the Worship Team should be announced at least 1 week in advance and may be called by the appointed facilitator, presbytery Moderators, or presbytery staff. *For Zoom worship, everything must be pre-recorded. Provide a deadline for everyone participating in that service to submit a recording of their part at least 1 month in advance of the service so that there is time to compile it all into a single video.*

Membership

In addition to the moderators and presbytery staff, the Worship Team may consist of up to 4 members, appointed by PCC for a term of 2 years with a limit of 2 terms. The presbytery Moderators will appoint a facilitator each year who will ensure that the team meets when necessary, attend PCC meetings, and monitor progress on established deadlines in advance of each worship service. If any deadline is missed, the presbytery Moderators or their designee will assume the responsibility to complete necessary tasks.