

**CROSSROADS
WORSHIP MINISTRY
HANDBOOK**

Crossroads Worship Handbook

Thank you for your interest in the Crossroads Worship Ministry! It has been my absolute joy to serve in this ministry since the spring of 2012 and I am delighted at the possibility of serving alongside you. Please take some time to familiarize yourself with this handbook. My prayer is that it brings clarity as you prayerfully consider joining this vital ministry.

Warmly,

Greg Clark

Worship Life Pastor

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Our Foundation for Worship

Jesus' teaching from John 4:23-24 serves as the biblical foundation for our philosophy of worship: "But the hour is coming, and now is here, when the true worshippers will worship the Father in spirit and truth, for the Father is seeking such people to worship Him. God is spirit, and those who worship Him must worship Him in spirit and truth."

WORSHIPING IN SPIRIT

At Crossroads, corporate worship is highly participatory. We invite our people to worship with passion and energy. We don't want to be lazy or lethargic when it comes to worship. Instead, we want to be enthusiastic and demonstrative. Scripture allows for a great deal of freedom in worship (clapping, kneeling, raising hands, etc.), but we should never lose sight of the object of our worship: we worship God through Jesus Christ in the Holy Spirit. Emotions are an expected part of worship, but should never be manipulated or fabricated. Healthy and appropriate expressions of emotion are part of what it means to worship genuinely in the Spirit.

WORSHIPING IN TRUTH

The Bible is the ultimate authority when it comes to worship. At Crossroads, we strive to worship in truth: the truth of who God is as revealed in Scripture. Strict attention is paid to theological content, ensuring that every lyric that is sung, every word spoken, and every art form expressed is biblically sound and supported. We also look to God's Word to discern how God desires to be worshiped rather than follow the words of man or the latest cultural fad.

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A WORSHIPING CHURCH

Jesus calls us to worship Him both in spirit and truth. If we set out to worship God. But lack biblical truth, we engage our praise with a distorted view of God. This truth aspect only comes from diligently engaging the mind with the truth of scripture.

If we seek to worship God in truth but do not worship Him in spirit, we merely engage in a truth only exercise devoid of true affection. It may appeal to the intellect but not to the heart. God is spirit and calls us to worship Him with our whole being. As Christians, our spirit's source of vitality and vibrancy in worship springs from the Spirit of God within us. Worshiping in the spirit is allowing the Holy Spirit to move in our emotions and will to push us to Christlike obedience and action.

As we gather to corporately worship Him through song, engage your mind into the truth of the Scriptures set to melodies; and allow the Spirit of Christ to ignite and empower your affections for Him. Worship must reside in both the head and the heart as it's guided by the spirit and rooted in truth.

At Crossroads, we aim to deliver a high-impact service that helps people connect with God in deep and meaningful ways and facilitates authentic life change. We pray that as we worship through song, we would offer God the praise and glory He inherently deserves, respond to His character and promises which He reveals to us in His Word, and encourage one another to attain a greater understanding and awe of our God. This is a high calling. It should never be taken lightly or gone about haphazardly. Achieving a service like this takes a great deal of forethought, dedication, prayerful planning, and hard work, but the reward is great and we get to be a part of it! To God be the glory!

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Participation Guidelines

It is a great privilege to be a part of this ministry and takes a significant commitment. I want you to go into this with eyes wide open. It is important to count the cost before committing. More than musical ability, this ministry is founded on servant leaders whom the Lord has specifically called; individuals who have abandoned their egos and desire to humbly serve the church in any capacity.

As you prayerfully consider joining the Crossroads Worship Ministry, please understand that it is a high calling to lead others in musical worship, a calling that we take very seriously before the Lord. In order to determine the best fit for each applicant, we require all to go through an audition and interview process.

This Worship Ministry Handbook has been developed to give productive structure so that God would be honored and that you would reach the full potential of your calling as a worship leader. These guidelines are not meant to be legalistic, but rather to clearly communicate what is expected of those who are part of the ministry.

BASIC PARTICIPATION GUIDELINES

- Worship Ministry members must be committed disciples of Jesus Christ, live a lifestyle of worship, and display an ongoing, growing relationship with Him.
- Worship Ministry members must already, or be in process of becoming, a Crossroads Family Member and should regularly attend Crossroads weekend services.
- Worship Ministry members must interview and audition before being permitted to serve on the team. This process will be conducted by the Worship Life Staff.
- Worship Ministry members must have attended Crossroads for at least 6 months prior to going through the audition process.

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REHEARSAL GUIDELINES

- Be on Time - All Team Members are expected to arrive with enough time to set up their gear before practice starts, unless a prior arrangement has been worked out with the Worship Leader. If we start rehearsal at 5pm, come as early as you need to be prepared to begin at that time. Practicing with an absent team member puts the rest of the band at a disadvantage and it's not as much fun. We miss you!
- Sound Check - Before rehearsal begins, a brief sound check is conducted on each instrument and every mic. Volume levels, EQ, and processing are dialed in over the front of house speakers. This portion of rehearsal is led by the audio tech who directs the proceedings from the sound booth. Communication will be done through in-ear monitors. During this time, only the instrument being addressed should be playing. Please respect this time.
- Come Prepared - All Team Members are expected to arrive adequately prepared for rehearsal and ready to be a contributing member of a team, both in ability and attitude. Knowing your role and understanding/practicing the part you have to play or sing will help rehearsal smoothly. Don't forget to tune your heart before you tune your instrument.
- Mark Your Music - When you arrive at practice you will be provided pen or pencil on your music stand. No matter how good you think your memory is, we could all use little reminders now and then. Please mark down all structural elements, dynamics, and changes.
- Late or Absent - All musicians scheduled are required to be at all rehearsals. If you unexpectedly will be late or absent contact the Worship Leader as soon as possible.
- Personal Comfort Breaks - If you need to use the restroom or grab a drink during practice we are happy to abridge, but please wait until the team has completed the current song being practiced. Walking off stage and disappearing while the rest of the team is practicing is not only distracting but borderline rude. Please let the worship leader know when you need to take a break.
- Minimize Disruptions - During rehearsals, minimize distracting and irrelevant side conversations and extraneous playing in order to maximize our team rehearsal time.
- Setup & Tear Down Your Equipment - Team Members are expected to set up their own equipment, microphone, and in-ear monitors. Our audio tech is available to help as needed but needs to be available to the entire team. If you are unsure of how to set up / tear down, feel free to ask for help.

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- Bring Your In-Ear Monitors (IEMs) - Team Members are expected to provide their own IEMs. Crossroads does own a few sets but those are reserved for guest musicians. Earbuds are not recommended. IEMs start at around \$100 and the old adage is true, you get what you pay for. Recommended Brands: Sure | 64 Audio | Ultimate Ears
- Worship Auditions - All individuals seeking to be a part of the Crossroads Worship Ministry will need to go through the audition process. Visit www.lifeatcrossroads.org/worshipaudition for more information.
- Worship Interview - Upon completing the audition process, applicants will meet with the Director of Worship to conduct a "1 on 1" interview.
- Children at Rehearsal - Because of the fast paced nature of our rehearsals, children are not allowed to attend any rehearsals without appropriate supervision; this includes Sunday morning rehearsal.
- Nursing Mothers - Nursing mothers are welcome to serve with us in our services. Be sure to plan out as best as you can to nurse between rehearsals and services in our provided cry room.

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GENERAL GUIDELINES

- Practice Hospitality - While off the stage, greeting people, pitching in where you see a need, and engaging in church body life is encouraged. We want to worship both on and off the stage.
- Come to Church - Though our Sunday mornings are not the main vehicle for personal discipleship, it is a vital part of the life of our church for corporate worship, teaching, vision casting, etc. Whether you are scheduled to serve or not, you are expected to regularly attend weekly services as an active member of the church family.
- Team Time - After rehearsal, the band and media team will gather in the Worship Room to discuss the order of Worship Service as well as prepare our hearts and minds for worship in collective prayer. After the initial worship set is finished during first service, the band will gather in the Worship Room to evaluate the worship set. The positives should be highlighted and celebrated. Improvements and changes should be communicated, discussed, and implemented. The intent is to improve the service where needed in order to bring Jesus and the congregation our best efforts. Suggestions and critique ought to be communicated openly and honestly; wrapped in humility and love. Regular evaluation improves quality both for you and for the congregation. We all want to grow.
- Hang Out - Take time to get to know your teammates and their families. Building these relationships will help both on and off the stage.
- Contribute - If you have ideas to improve our ministry speak up! If you have a creative idea you've seen done or would like to try, make a suggestion! We don't have this thing fully figured out yet.
- Recruit - As stated above, we are always looking for talented servants to worship on our team. If you know someone who you think would be a good fit, please have them contact the Worship Life staff.
- Become a Family Member - We want everyone who is part of our Worship Ministry to become a member. What's it mean to be a Family Member? Great question! The short answer is that it means you have declared your life and love for Jesus Christ to one of our church elders and have attended a class in order to fully grasp what Crossroads values and what our vision for ministry looks like. We do this through our "Life At Crossroads 301" class. To find out when the next, "Life at Crossroads" series starts check our church calendar or visit Starting Point in the lobby.

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- Come to Church - As a Family Member, or potential Family Member of Crossroads, we expect all band members to attend at least one worship service per weekend. To be built up in the body of Christ by the Word of God is a crucial part of our walk with Jesus and each other as brothers and sisters.
- Quarterly Check In - Each team member is required to update their availability as well as notify the Worship Life staff of any changes that are being made to said availability. To the best of your ability, update your serving preference (i.e., serving 1-4 times/month) and block out any dates that you are unavailable for the coming 3 months.

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ON- STAGE GUIDELINES

- Dress Appropriately - Keep it classy. We're not a suit and tie church, nor are we a shorts or ripped jeans and t-shirt church. We fall somewhere in between. We encourage you to dress modestly, erring on the side of caution. Specifically, no flip flops (open toed shoes or heels for women are okay). No sleeveless tops or anything falling too low or revealing midriff. No ripped or significantly distressed jeans or pants. No shorts or dresses that fall above the knee. Be mindful of any sheer fabric as the stage lights are brighter than regular ceiling lights. Typically, if you are questioning it yourself, reach out to your leader or go for something else that is safer.
- Leaving and Entering the Stage - Please enter and exit the stage from the rear entrance not from the congregation. When entering the stage during prayer, please do so as quietly as possible so as not to be a distraction.
- Give Attention -Please give attention to whoever is presenting on stage. It is very distracting to the congregation to be trying to pay attention to someone addressing them with a musician that is tuned out or practicing some line in the background.
- Music Memorization - This will greatly increase your ability to connect with one another and the congregation during our worship time.
- Keep Visual Contact with the Worship Leader - At times the Worship Leader will need to give visual cues to the team. Make sure you can see them on stage.
- Tempo - If we are not using a click, by default, the drummer will be the primary tempo keeper. Unless specified otherwise, follow the drums for tempo.
- Mistakes - If you make a mistake don't stress out! You are among family. Jesus regularly works through us in spite of our mistakes and imperfections.
- Keep Tidy - Please help keep the stage free of extra equipment and wires, cups, wrappers, etc. Water and your caffeine vehicle of choice are welcomed, but please make sure that they are not in a distracting vessel, in a publicly visible place, or somewhere that it could be easily spilled.
- Don't Forget to Worship! - What an encouragement it is to the congregation when they see the people serving on stage singing out and worshiping with everything they have. Obviously your first priority is the instrument that you are playing, but we should be trying to encourage the congregation to engage the Lord and sing out. They won't do it if you don't do it. If only the vocalists are singing and looking engaged it sends a mixed message to the church. This is where memorizing your music really comes in.

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We instrumentalists need to get out of our comfort zone and bring some energy to the stage.

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Honorarium Policy

- The Worship Life Staff have the responsibility and freedom to hire Christian musicians, as needed, to accomplish Crossroads' vision of musical worship. For those that call Crossroads their home church we see the Worship Ministry as their outlet of worship through service without monetary compensation.

Rehearsal Materials

- Planning Center Online (PCO) - Chord Charts and rehearsal media will be made available Tuesdays at noon before the scheduled Sunday on PCO. We would love to be able to make them available weeks ahead but unfortunately at this point that is not possible. Team Members are responsible to manage their own charts and preparation. Digital rehearsal files can be viewed online or downloaded. Audio files can be streamed on iOS or Android through the PCO app.
- Yamaha Monitor Mix - You will need to download the Yamaha Monitor Mix app (there is a free version available!) from the app store to be sufficiently prepared for rehearsal. There you will be able to adjust your in-ear monitors properly to your preference so that you can hear clearly during the worship set. Your worship leaders will walk you through how to use the app when you first arrive to rehearsal.
- PCO Requests - All requests should be responded to in a timely manner. It is better to accept a request that you are pretty sure about and then decline at a later date; than to not respond to it until you know for sure one way or another. Once accepted, you may log-in to PCO through the link provided in the request email. There you will be able to see the order of service, rehearsal and service times, download and print the chord charts, and play audio or video of the scheduled songs.
- Special Accommodations - Team Members who do not have sufficient access to the rehearsal files may request hard copies from the Worship Leader.
- Song Changes - In the event a song is changed or added to the plan, the Worship Leader will notify the team of the change. The Worship Leader will have reasonable expectations of the team's level of preparation of newly added songs.
- Spotify - Spotify is a free music streaming platform. Please subscribe to the "THIS SUNDAY @ CROSSROADS" playlist on Greg Clark's account. It will also be updated by

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noon on Tuesdays and will give the songs for the current upcoming Sunday. This will serve as a convenient way to listen to the songs throughout the week.

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Crossroads Worship Ministry Commitment Letter

As I consider participating in the Crossroads Worship Ministry, I declare that I am committed to following the personal and spiritual standards as specified above. I also declare the Lordship of Jesus Christ in my life and that I have a personal relationship with Him. I am committed to growing and maturing in my relationship with God through Discipleship, consistent quiet times, accountability, and faithfulness to the local church.

Name: _____

Signature: _____

Date: _____

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