

WORSHIP AND MUSIC MINISTRY TEAM

Purpose: The Worship and Music Ministry Team is responsible to the Session for providing the public worship of God, including the preaching of the Word, the sharing of the Sacraments, and the music program associated with University Presbyterian Church. Such responsibilities shall be accomplished in keeping with the principles in the Directory for Worship as directed by the Form of Government G-3.0201a&b.

Responsibilities:

1. To recommend to the Session provisions for: the regular preaching of the Word; the celebration of the Sacraments, corporate prayer, and offering of praise to God in song and drama; the occasions, days, times and places for worship (W-1.4004)
2. Under the direction of the Session, to oversee and approve all public worship in the life of University Presbyterian Church with the exception of those responsibilities delegated to the pastor alone. (W-1.4004 and 1.4005)
3. The Ministry Team shall be responsible to the Session for: the space where worship is conducted, including its arrangement and furnishing; the use of special appointments such as flowers, candles, banners, paraments, and other objects of art related to worship; those who lead worship through word, music, drama, dance, and in other ways.
4. In particular, the Ministry Team shall provide procedures and guidelines, to be reviewed and approved by the Session, for all worship activities including celebration of the Sacraments, weddings, and other responsibilities related to worship such as ushering and the use of the sanctuary.
5. The Ministry Team shall oversee the choirs of the congregation and recommend when they shall provide musical offerings related to worship.

Accountability: To the Session through the Chairperson, who will report to the Session at its monthly meeting.

Membership: The Ministry Team is chaired by a currently installed, ruling elder who shall preside over the Ministry Team and report to the Session. The president of the Chancel Choir will be a member, and the balance of the Ministry Team shall be members of the congregation who are recruited by the Chairperson or who volunteer for service. The Chairperson shall report the membership of the Ministry Team to the Session. The church staff members who resource the Ministry Team and attend its meetings shall be the Pastor, the Director of Music, and any other pastoral staff with responsibility for a worship service. The organist and other choir directors who are responsible to the Director of Music shall meet with the Ministry Team as appropriate.

Meetings: The Ministry Team shall meet at the call of the Chairperson and as set by the Ministry Team.

Funding: The Worship and Music Ministry Team shall present its annual budget to the Session prior to the compilation of the congregational budget by the Session.

Procedures and Policies: The following procedures, guidelines, and policies shall be used for the ordering of public worship and worship-related activities:

1. The following guidelines shall be kept in the files of the Ministry Team and used for the ordering of worship-related activities:
 - a. Guidelines for the Celebration of the Sacraments
 - b. Guidelines for Ushers
 - c. Guidelines for the Esma Beth Clark Scholarship Fund
 - d. Guidelines for Seasonal Decoration

2. The following policies shall be kept in the Appendices of the Manual of Operations:
 - a. Policies for Weddings in University Presbyterian Church
 - b. Policies for the Worship Service on the Occasion of Death