

ACF Church Worship Team Policies and Procedures

We are so excited to have you serving with us at ACF! The following is key information that you will need to know as a musician/vocalist. Our church exists to help people experience life to its fullest in Christ, so we desire each worship experience to display that. The overall tone is one of celebration and joy, and therefore the energy level is high. We also strive to maintain a standard of excellence so that God is honored and that our services are free from distraction. The following procedures all help achieve that goal. Thanks for being a part of this move of God with us.

- We have 4 services a week: 7 PM on Wednesday, and 8:30, 10, & 11:30 AM on Sundays. Rehearsals are at 6:30 PM Monday night. We also meet an hour before service starts - 6 PM on Wednesday and 7:30 AM Sunday mornings - to warm up and play through the set. If you agree to serve on any given week, this is the time commitment you are agreeing to.
- Please be punctual. Arrive a few minutes early to rehearsal or warm-up if you need time to set up or tune your instrument. If you are delayed for any reason, please contact the worship leader immediately and let them know your situation and ETA.
- Charts and mp3s for our worship sets will be posted online. To download charts or stream songs, go to www.planningcenteronline.com. You will be given an account with a username and password. We tend to follow the format of the posted songs pretty closely, attempt to learn the songs as recorded as well you can.
- All scheduling will be done through Planning Center. Please promptly accept or decline any dates sent to you. Also, block off any dates you know that you are not available as soon as possible. We try to have all Planning Center scheduling requests go out two months in advance so everyone has plenty of forewarning and time to arrange their schedules accordingly.
- Depending on which position(s) you serve in, you may be requested to serve as much as every week or as little as once every month or two. This is a fluid system dependent on everyone's availability, talent, and commitment levels. Please communicate frankly with the worship leader at the outset how frequently you can commit to playing, and continue to do so as your situation and schedule changes.
- Practice on your own time. Come to rehearsals ready to REHEARSE not PRACTICE. We rehearse in order to integrate everyone's individual parts and ensure they are complementary and harmonious, NOT to learn the songs together. This should have already been taken care of at the individual level. Be prepared to spend a few hours a week at home learning the music on your own, especially when new songs or new versions are being introduced.

- You are under the direction of the worship leader during rehearsal. When something is being discussed, do not play your instrument so that everyone is able to pay attention. Be cooperative, open to feedback, and flexible with changes to your parts as the songs come together.
- Childcare is not regularly offered for rehearsals and/or services, but if it is needed arrangements can be made by reaching out directly to our children's director. The worship leader is not responsible for arranging this. The responsibility is on the team member to approach the children's director to set up the necessary arrangements.
- During the worship experience, look like you enjoy being there! When you are engaged, the rest of the people will be engaged and your lack of excitement will not be a distraction. Sing, smile, raise your hands, dance, bob your head, etc, you are FREE to worship as the Spirit leads! As long as it does not inhibit your playing or is distracting. (The worship leader will let you know if something is distracting, but thus far this has rarely been an issue)
- Make sure that you are on stage when service begins, and be ready to play again 10 minutes before the sermon ends.
- Do not leave water bottles on stage during the worship experience.
- Put back all guitar and in-ear cords neatly at the end of the worship set so that they will not be unsightly or be a potential hazard for the rest of the team.
- If there are consistent violations of any of the issues addressed in this agreement, such as excessive tardiness or lack of preparation, you may be removed from the Worship Team.
- Remember, everything we do is so that people will experience life to its fullest in Christ. What you do and how you lead is so important!

Honoring Our Pastors/Leaders

At ACF Church, we honor our Pastors as those called of God to lead our church. In conversations in and outside of the church we speak in a way that honors our church leadership.

Honoring Each Other

At ACF Church, we honor each other and encourage those who we serve with. This is especially important as we work together for the goal of worship. The team dynamic is extremely important to our musical excellence.

Personal Responsibilities

You represent Christ and ACF Church wherever you go. Let your actions and words be a good representative of Christ and His Church.

- Loyalty to the vision and staff of ACF and always protect the unity God has given this church.
- Investing and inviting the lost to know Jesus Christ and “come” to ACF Church.
- Serve as unto God. Ultimately, your service is not about the worship leader, pastors or your peers. It’s about giving your BEST to God. We set the bar high as a team! By committing to this ministry, you are committing to helping move forward God’s plan for ACF Church through worship.

Signature

Date