

[Adult Ministries]

Worship Request Policy

Preface –

The purpose of the Water of Life Worship Department is to serve God and people with excellence. We long to provide a worship environment where people can bless God and in return be transformed by His power. For this to happen there are many hours of prep work that go into a God focused, distraction free, worship set done with excellence. I would like to share with you how a worship set is crafted and the time it takes to create a worship set from initial contact to execution.

- **Preparation – Up to 3 Hours**
 - **Choosing a set list** – depending on the length of the set list this can take up to an hour. Praying about the songs, seeking Gods face on where He would like to take the worship time and then crafting a set list to flow together by matching song keys, tempos etc.
 - **Finding a band** – Our musician’s serve countless hours throughout the week and on weekends. Many of them will play up to 6 services a week for us. Burn out is a real factor for us and we guard against it at all cost. So as we search for a band for your event understand all this is a factor. It often will take two to three calls per instrument to find someone who is willing to play.
 - **Posting Songs** – After the set is crafted and the band is found we post all charts and mp3’s for the band to download and practice before the event. It is the expectation that our band members come to rehearsal knowing their parts and prepared for the event
- **Practice and Rehearsals – Up to 7 Hours**
 - **Learning the songs** - Once the songs are downloaded our musicians practice on their own time. According to our musicians they may practice up to 4 hours depending on the material.
 - **Printing Music**– The worship leader prints copies of music for the band.
 - **Setting the Stage** – Usually 3 hours before the event starts the worship leader arrives and sets the stage for an hour. This includes running cables, setting microphones, adjusting monitors, and setting up instruments.
 - **Rehearsal** - For a 30 minute set the band will arrive 2 hours early to begin rehearsal. A longer set means a longer rehearsal. The rehearsal is 2 hours of non-stop singing and playing.

- **Prayer** – After rehearsal the band immediately goes into the green room and ask God to come and for him to use us in facilitating worship in the room

- **The Worship Set – 30 Minutes**
 - After all the preparation, practicing, rehearsals and prayer we do what we feel God has called us to. All the preparation and rehearsing comes to be a blessing to God and to His people as He meets with them.

Please hear our heart, this is not meant to come across as if we are complaining about what we have to do; in fact we love what we do. **The purpose of this is to show that a 30-minute set can mean up to 10 hours of prep and rehearsing.** We don't simply show up, sound check and play the day of the event. If all you need is a worship leader and no band the prep time goes down immensely.

As our church grows larger and larger the amount of ministries in need of worship grows with it. All this to say the worship department is stretched very thin. We need to set boundaries around who does and does not receive bands and worship leaders. We would love to service everyone with a full band and worship time but with the size of our church and demands on our department this is simply not possible.

Also, due to our lack of musicians and worship leaders special events may need to compensate band members and or worship leaders. **This does not include any worship leader that is on Water of Life Staff**, although, if we are unable to staff your event may need to compensate a Worship intern or outside party.

Thank you for your understanding and support,

The WOL Worship Staff

Level I

Weekend Services

Examples: Worship Center, Video Café, Soul Celebration, The Edge, and Upland

The main purpose and mission of the Water of Life Worship Department is to provide worship for the weekend service. Weekend services are our top priority and other events may not be staffed due to these services receiving priority. The responsibility of staffing these services rest with the Worship department. Any funds need to accomplish this goal come out of the worship department budget.

Level II

Weekly Services
contributing more than
50%

Examples: Activate, PURE

These Ministries have a worship staff member or intern who oversees the quality and consistency of bands on a weekly basis. The staffing for these services is split - a minimum of 50% of band members coming from within the ministry and a maximum of 50% from the WOL Worship Department. The goal for these services is to become self-sustaining, rarely drawing from the worship department resources for musicians. **To qualify for a level II ranking 50% of the musicians need to be provided by your ministry.**

Level III

Weekly Services
contributing less than 50%

Examples: Lifestreams, Positively Ministries

The Water of Life Worship Department will assist in worship for these events under the following guidelines:

- You ministry will be assisted with worship on a limited basis depending on our department's availability.
- Your ministry may be used as a venue to train and grow up and coming worship leaders
- Ministries will manage and supply oversight for your own worship unless assigned.
- Any recurring event under 200 people in attendance does not qualify for a full worship team.

Level IV



Examples: Positively Gathering, Small Group Conference, Marriage Retreat

Any event that is not at minimum a monthly reoccurrence and outside of global church involvement qualifies under this category. These events will be supplied with WOL worship under the following guidelines and is left up to the discretion of the WOL Worship department.

- All special event worship will be directed under the discretion of the worship department.
- Any special event under 200 people in attendance does not qualify for a full worship team.
- Band members will be compensated by the ministry holding the event.
 - **WOL worship staff will not be compensated.**
 - Standard pay will be \$50 per day per musician.
- Events involving Pastor Dan will be staffed and funded by the worship department.
- Weddings will be contracted out separately from Water of Life and worked out individually with each worship leader.
- Funerals will be staffed by the Water of Life Worship Department