

[All 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

[Student Ministries]

I started this form based off of our regulations as a worship staff here at Water of Life. I wanted to let you see how we organize and structure teams for events and what it takes to have worship in most settings. There are many hours of prayer, preparation, and play time each week for our musicians. Due to the need of worship at many student ministry functions, we have put together a guideline to help better serve our musicians and your ministry. Attached you will see guidelines for special event worship requests and now [new guidelines for worship for student ministries](#).

Lately we have been experiencing burn out amongst our student ministry worship teams. Often times, worship requires musicians to be very flexible to adapt to each changing service. We also have a lot of students involved in teams. We do our absolute best not to over-schedule them due to their demands with school, parents, and age. It is crucial for us to have a system that can monitor our musicians in how much play time they are involved in. Please help us maintain a healthy volunteer time for all those who serve on our teams. These guidelines will also help the worship service as a whole to feel full and energetic. We strive to have our worship times meaningful. We want to avoid empty worship and time fillers.

We have also created a list of student musicians who are restricted to serve a total of 3x per month. This is Water of Life's Worship Staff guideline in order to help students and parents against being over-used. Student team members are also required to participate in their service when serving. Please keep in mind, students are not allowed to lead for age groups they are not older than. For example, a high school student may lead for Club 56 on their own but in order to lead Activate, they must have an adult worship leader as well.

We look forward to partnering with you in your worship events!

Thank you-

The Student Ministries Staff

Level 1

Pure (Wednesday Night)
 Activate (Thursday Night)
 Club 56 (Sunday Morning)

These student ministry services are the top priority for the worship department to staff completely. They are the biggest student ministries weekly and reach a large number of students. As always, we will continue to staff these services each week with full bands and equipped leaders.

Level 2

Activate (Jr. High Sunday)
 Club 56 (Saturday Night)

Due to the constant change in service size these student ministry services will be based on the following: As always, we will continue to staff these services each week with bands and leaders.

-15: Special Arrangements Needed

15-50 Students: A solo worship leader

51-100 Students: A worship leader + 2-3 musicians for a small acoustic style band

101+: A worship leader + Full Band

Level 3

Student Ministries Special Events

Worship needed at special events will require a form. The worship staff will evaluate the form and address special needs as well as build teams for each event. Worship approval is based on event and availability of the worship leaders and bands. In events we cannot staff, you may need to hire your own team or leader that is NOT affiliated with our worship teams or staff. We will assist you in these events the best we can. The following applies for special events.

-15: Special Arrangements Needed

15-50 Students: A solo worship leader

51-100 Students: A worship leader + 2-3 musicians for a small acoustic style band

101+: A worship leader + full band

Student Worship Team Members Who are Restricted to 3x Per Month Regardless of Where They Play:

Marina Ramirez	Brianna Nava	Alyssa Santos	Brandon M.
Chantelle Lankford	Garrette Saathoff	Clayton H.	Riley McGuire
Ireland Oropeza	Caroline Albanez	Zephaniah Eje	Maxine Wycoff
Lissette Nava	Adriel Eje	Ashley Hill	Nicole Miller
Geraldine Goyenaga	Matthew Montes	Hannah Agustin	Kiley/Brianna Page