

# Ministerial Roles

- Planning Leader
  - Is responsible for the overall process of preparing, implementing, and evaluating the prayer.
  - Makes sure everyone has the materials needed for their roles and that ministers are comfortable and confident in their roles.
  - Points out areas for improvement or helps to eliminate loose ends, and affirms when the team and the individual ministers are working well.
  - Communicates the expectations of the prayer and facilitates the ministers' spiritual and functional preparations, while listening to the valuable input from the preparation team.
- Presider
  - Acts as a guide to the assembly by leading prayer, giving instructions, and facilitating rituals.
  - Speaks with appropriate tone, volume, and clarity.
  - Gives instructions, leads the assembly to become more comfortable with gestures, and models what is expected of those gathered for the prayer.
  - During rehearsal, asks for feedback regarding his or her role. In this way the presider can focus on the needs of the assembly and make adjustments when necessary.
- Proclaimer(s) of the Word
  - Is responsible for helping the assembly hear God's Word.
  - Rehearses with an eye and ear to the volume and clarity of their voice, as well as practices pronunciation of difficult words.
  - Is mindful of the cues that signal when it is time to move into his or her role.
  - If the proclamation will be presented in the form of a drama, this rehearsal time is very important to ensure that the elements of the drama synchronize with one another.
- Minister(s) of Music and Song
  - Works toward creating opportunity for the members of the assembly to participate with their voices.
  - Attends to volume, instrumentation, tempo, and arrangements of songs that encourage the assembly to participate and pray.
  - The energy behind the music and the encouragement of the assembly is part of this minister's responsibilities.
  - May need to create and supply worship aids for the assembly.

- Minister(s) of Environment and Hospitality
  - Helps the members of the assembly to be comfortable enough so they can focus on the prayer.
  - Supports the prayer experience in a sensory way. Help the assembly see and hear all that is going on.
  - Works to create an atmosphere that immerses the assembly into the theme and focus of the prayer through the selection and placement of symbols, seating arrangements, and use of space.
  - Welcomes the assembly in a personal way that brings a quality of openness to the prayer.
- Minister(s) of Ritual and Movement
  - Sets a pace for gestures and ritual, may give instructions, and is the first to present a ritual so the members of the assembly can follow with understanding.
  - Uses rehearsal time to determine whether gestures and rituals can be learned easily by the assembly, and adjust them accordingly.
  - Teaches or demonstrates the movement or ritual to the assembly.
  - Has the appropriate materials in correct quantities needed for a ritual, creating an opportunity for full participation by the individuals gathered as community at the prayer.