

- Nursing Home Music Ministry In A Box - Instruction Manual

Tool Kit Inventory

- Karaoke machine
- Extension cord & power supply
- Mic and stand
- Music stand
- Duct tape
- Carrying case
- Congregation song books
- Musician song books (for more frequent/detailed changes)
- Sign-in sheets
- Poster board for your ministry banner

Booking Concerts

- Pray that Lord Jesus would take utter and absolute total authority over the ministry. Ask the Lord to lead you and guide you. Ask Him to make his will clear to you and give you the strength to walk in it. Agree in Jesus' name.
- Conduct Internet search for nursing homes
- Call nursing home activities director
- Introduce yourself, and say that you have a ministry team that sings old gospel hymns at nursing homes. We really like to do songs that residents like. What specifically moves them.
- Ask about the facility:
 - Do they currently have a music ministry?
 - How many folks do they have who might attend one?
 - If you feel led, say you would like to do a 1 hr. concert for their residents for free
 - Suggest a date and time
 - Ask if there are any particular songs that the residents like
 - Get details about the venue such as:
 - Which room the event will be held in
 - Where to load-in and park
 - What their closest feeding times are (You want to be out of their way of their regular routine.)

- Nursing Home Music Ministry In A Box - Instruction Manual

Developing A Ministry Team

- E-mail your friends and relatives each month with the ministry's itinerary and invite them to participate (see sample e-mail below).
- Explain what you are doing and the only requirement for participation is the group prayer (attached the group prayer for them to review).
- For those who confirm, provide them detailed instructions (see coordinating ministry team below).

Sample e-mail invitation below.

Subject: [Insert Ministry Name]: Next Nursing Home Music Ministry Concerts - Aug. 11 (Plano) & Aug. 25 (Dallas)

Hey Friends:

I just want to drop you a note to let you know the next [insert ministry name] nursing home music ministry concerts are as follows:

- Sat., Aug. 11 @ 3 p.m. in Plano (Heritage Manor Healthcare Center)
- Sat., Aug. 25 @ 3 p.m. in Downtown Dallas (Ashley Court @ Turtle Creek)

We will be doing old hymns.

If you would like to join us in singing, playing, helping pass out song books or to just hang out, please drop me a line and I will send you the details. This is a pick-up group with an open invitation so come and go as you like. The Lord will take care of the rest.

Our only requirement for participation is that you sign the group sign-in sheet and say the group prayer with us before the concert.

Sign-In Sheet/Group Prayer



Sign In Sheet - Pick Up Band.msg

God bless,

Your name

Your cell phone number

- Nursing Home Music Ministry In A Box - Instruction Manual

Coordinating A Ministry Team

Provide concert details:

- Location name, physical address and phone number
- General directions
- Load-in instructions, times, concert agenda
- Assignments for people who volunteer regularly

Leadership

Are you ready for the journey of a lifetime?

Jesus is holy, pure and true.

He said, "I am the way and the truth and the life. No one comes to the Father except through me." - John 4:16

Respect the Lord and His throne, for He is Holy and you are not. He will not be mocked. You are participating in His throne as a minister and it would be wise to keep that in mind at all times in fear in trembling.

Leadership is about humility. It's more about following than leading. We are not the boss men. We are servants of the Lord.

Jesus said, 11 "I am the good shepherd. The good shepherd lays down his life for the sheep. 12 The hired hand is not the shepherd who owns the sheep. 14 "I am the good shepherd; I know my sheep and my sheep know me— 15 just as the Father knows me and I know the Father—and I lay down my life for the sheep. - John 10: 11-15

Christ is our example.

"Anyone who breaks one of the least of these commandments and teaches others to do the same will be called least in the kingdom of heaven, but whoever practices and teaches these commands will be called great in the kingdom of heaven." - Matt. 5:19

"I tell you the truth: Among those born of women there has not risen anyone greater than John the Baptist; yet he who is least in the kingdom of heaven is greater than he." - Matt. 11:11

Give Christ all the glory, honor, praise and respect. It's truly the highest honor to get to be a part of what the Lord is doing.

- Nursing Home Music Ministry In A Box - Instruction Manual

"Humble yourselves, therefore, under God's mighty hand, that he may lift you up in due time." - 1 Peter 5:6

What Christ Ordains, He Will Sustain

"Does not the potter have the right to make out of the same lump of clay some pottery for noble purposes and some for common use?" - Romans 9:21

You have the authority and responsibility to ensure oversight of the ministry. Keep your eyes on Christ and He will take care of the rest.

The lightest load and most rewarding path in ministry is discovery. Ask Christ to help you surrender the ministry and your leadership over to Him. Ask Him to help you become the leader He wants you to become. If Christ is in charge, it will be His responsibility to make things work out. Your responsibility is to follow him and be a servant / shepherd for the people. Which you can't do on your own.

Christ said, "I am the light of the world. Whoever follows me will never walk in darkness, but will have the light of life." - John 8:12

We are merely reflectors of His light. It flows into us and through us to others.

The Lord doesn't need you, but He loves you and can use you if you diligently seek Him and ask for His help in surrendering you to His purpose and plan. He will do it all.

True Music Ministry

Christ qualifies the called, not those who call themselves.

"For many are invited, but few are chosen." - Matt 22:14

Popular to contrary believe, true music ministry has nothing to do with skill playing or performance. It's all about the heart of worship – the spirit and intent of what the Lord is doing. It's about worshipful relationship with Him.

If you don't have skill, play unto to Lord and the probability is after an investment of time and pride, He will give it to you ... if you are all about His business.

If you are already skillful at music, simplify and focus on the heart of worship. The Lord doesn't need your skill, He wants your heart.

**- Nursing Home Music Ministry In A Box -
Instruction Manual**

When the Ministry is Hard

If the ministry is totally hard, that means you are doing it wrong. It means you are doing it, not the Lord.

Jesus said, "My yolk is easy and my burden is light." - Matt. 11:30

However, there is a solution ... let go and let God.

Repent and get right with Him. Ask for His forgiveness and lordship over you and the ministry.

Christ is a God of second chances.

**- Nursing Home Music Ministry In A Box -
Instruction Manual**

Group Prayer for Ministry Team

***Note: All ministry team members must sign the group prayer prior to participating in the ministry activities.*

Pick-Up Group Prayer

I pray to the God of Abraham, Isaac, Jacob, King David and Jesus Christ:

- Please come with power and authority and knock down all doors, kick down all fences, bust out all windows, plow down all roadblocks and kick out all things inside of me that are not of you.
- Please come with power and authority and pry my eyes wide open and slam my face into your truth. Let me not turn to the right or to the left, and help me walk in your Spirit and truth and receive more of you.
- Please come with power and authority and remove the lust of the eyes, lust of the flesh and pride of life from my entire being.
- Please come with power and authority and take the wheel for the group, lead us and guide us in your Spirit, truth and purpose. Please hide us behind your cross Lord.
- We plead the blood of Jesus Christ over all aspects of the group. Please help us to be obedient servant's of you, Christ Jesus, and help us to be useful for your purposes. This is your group Jesus Christ, not ours.
- We ask that your people would be served according to your will regardless of us.
- Lord Jesus, please elevate our prayers and praises to be made worthy of your throne.
- Your will be done Father God, not ours, in all matters related to the group.
- "I agree in Jesus' name."

X _____

- Nursing Home Music Ministry In A Box - Instruction Manual

***Note: You may want to start the ministry program the Lord's Prayer or the Apostle's Creed. Why? This creates greater agreement with all the people and the Lord up front.*

Group Prayers with Concert Attendees

THE LORD'S PRAYER: Our Father, Who art in Heaven, hallowed be Thy name; Thy Kingdom come, Thy will be done on earth as it is in Heaven. Give us this day our daily bread; and forgive us our trespasses as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil. For Thine is the Kingdom and the Power and the Glory forever. Amen.

THE APOSTLE'S CREED: I believe in God, the Father Almighty, Creator of heaven and earth and in Jesus Christ, His only Son, our Lord; Who was conceived by the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died, and was buried, He descended into hell; the third day He arose again from the dead; He ascended into Heaven, sits at the right hand of God, the Father Almighty, from thence He shall come to judge the living and the dead. I believe in the Holy Spirit, the Holy Catholic Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and life everlasting. Amen.

Following the Lord in the Praise – Being the Lead Worshiper

- **Check Your Pride and Ego at the Door**

You are there for the participants first, then yourself. The goal is to be transparent and join in the Lord's flow of worship, which will result greater worship for everyone. Focus on praising Jesus and He will take care of the rest. However, be mindful that if you "as the lead worshiper drift off, and loose control of your faculties", then the songs are probably too slow and you are loosing the audience.

- **Be Here Now**

Participate in the flow. Listen to and feel the Lord, observe the people and your praise team. Play to the audience. Find out what songs the audience likes and how they like them played (style, format, tempo, etc.). Play the songs in a way that the people are familiar with. You want all to be empowered to worship, due to the familiarity and simplicity of the music. Shoot for songs that have a lot of Christian agreement with the audience – songs that minister to them. You will discover this over time and careful

- Nursing Home Music Ministry In A Box - Instruction Manual

observation (e.g. read the room, take notes, follow the Spirit.)

- **For example if you are playing to an elderly audience then:**
 - Typically they like old hymns that are performed in traditional format, at a medium tempo usually in the key of G or D. (They can more easily sing in these keys.)
 - Read the room.
 - If audience is responding to the song, sing into them and play similar songs.
 - If audience is not responding to the song, sing into the worship team, pray and try a new song.
 - Take song requests, but always have the next song in mind and be ready to start it in case there are no requests.
 - Try to keep the worship flowing. Don't delay too much between songs. (Some of us musician's have a bad habit of that.)

- **Encouraging Worship Participation**
 - Try to keep the big picture of the worship experience in mind and discover where to go. Continue to change it up in segments. For instance, it's always a good idea to start with a few up beat songs. Then flow into some mid-tempo songs. Then go into some slower very worshipful songs. Then change the tempo up again.
 - Watch the audience, they will give you the signs. If they are not singing and yawning, try a new song and tempo, perhaps the music is too slow and they are not familiar with it. If they are in worship then encourage more of it by playing similar songs.
 - About every few songs, ask the audience if they have any "song requests" from the song index in the front of the music book.
 - About every fourth song, you may want to say a few words, crack a joke, tell a story ... be led by the Lord.
 - I think you get the idea. Go with the flow, but suggest a path for the audience and change it up. Experiment, discover and have fun.

- Nursing Home Music Ministry In A Box - Instruction Manual

- **Example Service Format**

- Pre-Service

- On way to ministry location, pray & listen to praise music
- Greet any waiting residents (briefly)
- Intercom announcements (facility's system to residents)
- Ministry sign-in sheet (for volunteers)
- Recording set-up
- Set-up P.A. System
- P.A. System test
- Intercom announcements (facility's system to residents)
- Tuning instruments
- Pre-music

- Actual Service

- Announce group
- Prayer with audience
- Reminder of "request a song from index"
- Play Songs (1 hr.)

- Closing

- Thank volunteering and ministry team (encourage support ministries)
- Sing blessing song

- Post-Service

- Pack-up gear
- Thank volunteers and ministry team
- Greet people
- Thank staff of host facility (announcer & activities director)
- Load gear in car
- Do one final gear check in facility

- Nursing Home Music Ministry In A Box - Instruction Manual

Naming The Ministry

- Once the ministry begins to develop, it's important to name it. Pray and ask the Lord Christ Jesus what He wants to name it and ask Him to show you.

Developing A Ministry Banner

- This is a fun project. Ask the Lord to help you to enjoy the process.
- Create a simple logo or font for the ministry.
- Build a banner using the poster board found in the tool kit.
- Construction Suggestion: Use stenciled letters, construction paper and interchangeable photo holders, then glue it all together.
- At each concert, prep the banner with photos of your last visit at the nursing home. Mention to the audience that some photos of them from the last concert are on display and they should take a look.
- Display the banner in a prominent area – preferably where the audience can easily see it and it doesn't obstruct your view of them from the stage.
- Ensure all song books have cover sheet with ministry name/logo.

Daily Prayers for the Ministry

Pray for the ministry daily. Here are some suggestions.

I pray to the God of Abraham, Isaac, Jacob, King David and Jesus Christ:

- In Jesus' name I hereby give the God of Abraham, Isaac, Jacob, King David and Jesus Christ; Jesus Christ and the Holy Spirit of the God of Abraham, Isaac, Jacob, King David and Jesus Christ utter and absolute total authority over me, my entire being, the ministry and all you have entrusted to me Lord.
- I plead the blood of Jesus Christ over all aspects of my entire being and the ministry. Please help me and the ministry to be obedient servant's of you, Christ Jesus. This is your ministry Jesus Christ, not ours.
- Lord Jesus Christ, please come with power and authority and take the wheel for the ministry, lead us and guide us in your

- Nursing Home Music Ministry In A Box - Instruction Manual

Spirit, truth and purpose.

- Lord Jesus, please bring your attention to the ministry. I pray for your will for the ministry.
- Lord Jesus, please make your will clear to me and give me the strength to walk in it.
- I ask that you would please hide me behind your cross Lord, and please help me to stay out of your way.
- Lord Jesus Christ, please help your people be served in accordance with your will despite of us.
- Lord Jesus, please elevate our prayers and praises to be made worthy of your throne.
- Lord Jesus Christ, I ask that you would do it all.
- None the less, your will be done Father God, not ours, in all matters related to the ministry.
- "I agree in Jesus' name."

Prayers for Volunteers Who Contribute To The Ministry

Here are some suggestions:

Prayer for a Specific Contribution/Offering

I pray to the God of Abraham, Isaac, Jacob, King David and Jesus Christ:

- Father God, I ask that you would please provide (name person or group in general) a 100 fold return however you see fit in their lives for their contribution(s) to the ministry.
- None the less, your will be done Father God.
- "I agree in Jesus' name."

Rewarding & Retaining Ministry Volunteers

- At the end of each concert, thank all volunteers for their time and specific contribution
- Build a framed thank you note with the ministry volunteer's photo on it. You can pick up quality picture frames and photo paper at the discount dollar type stores for very inexpensive.

- Nursing Home Music Ministry In A Box - Instruction Manual

- Sample text includes:
 - Ministry name (i.e. R.I.C. Sunshine Gospel Sing-Along)
 - Photo
 - Thank you message (i.e. Thank you for volunteering!)
 - Location name (i.e. Ashley Creek Nursing Home – Cat, TX)
 - Date (i.e. June 23, 2007)
 - Scripture vs. (i.e. XXXXXXXXX - Numbers 6:24)
 - Your name, organizer (i.e. John Doe, organizer)

- See sample framed thank you note (below).



How To Expand The Ministry

Pray that Lord Jesus Christ would take utter and absolute total authority over the ministry. Ask the Lord to lead you and guide you in how and where to expand. Ask Him to make his will clear to you and give you the strength to walk in it. Agree in Jesus' name.

Don't worry. The Lord will guide you.

Suggestions:

- Look up more locations. Pray.
- Repeat same process for booking concerts (see booking concerts)
- Discover what doors open and close.
- Follow Him.

- Nursing Home Music Ministry In A Box - Instruction Manual

How To Enhance The Song Books

Congregation Song Books

The general premise for the songs books is to find songs that the congregation knows and enjoys to sing. First start out with the current book provided. Watch how the congregation responds. Pray and look for songs they really like and repeat them during the visit.

We often try "family style" singing – meaning we open the floor for the congregation to select what songs they want us to sing by asking them to call out the song number from the index at the front of the song books. This often creates a more interactive and fun atmosphere and let's them know you are there for them and their enjoyment.

When expanding the song book pray and ask the Lord to direct you to any songs He would like you to add. You could also ask for input from the congregation and volunteers.

It's wise to integrate songs that:

- They are familiar with
- Are communicable to them – are easy to sing by the second vs. (the 1st time the song is heard)
- Are simple in melody
- Are in a key that is easy for older folks to sing like G, C, D or A
- Are not too fast or too slow – mid to up-beat tempo is good
- They really enjoy

You will find that the more you lay down your life and pride, and focus on serving the congregation as directed by the Lord, the more spiritual fulfillment you will receive from the ministry.

- Ensure the new songs are labeled with a song number at the bottom of the song
- Ensure the song index is updated with the new song title and number

Introduce a few new songs and discover if the congregation likes them. Then repeat the process based on what works for the particular congregation.

Experiment. Discover. Have Fun.

- Nursing Home Music Ministry In A Box - Instruction Manual

Musician's Song Books

These books are specially designed for the musicians. With much fewer in number, you can easily update them quickly with the arrangements, chord changes, corrections, songs, etc.

You may also want to put prayer sets in the front of the books. This helps because others can follow along with any group prayers or assist in leading the prayers (i.e. the Lord's prayer, the Apostles Creed, etc. – see page 4.)

Song Books for Special Occasions

You may want to consider compiling additional song books for special occasions. This is one element that can help make the particular event more unique, special and stand out in the ministry participants minds. Include music geared for the special event, usually that you don't do in your standard song book (unless you're doing a congregation that doesn't know your standard song book.)

For example:

- Christmas – Standard Christmas songs (use folder colors red & green)
- Easter – Standard Easter songs (use folder colors yellow, white & blue)
- Funeral – Standards Funeral songs (use folder color black)
- Wedding – Standard Wedding songs (use white or coordinate with wedding party)

Before long you will have a strong arsenal of song books for various special occasions.

Evaluating The Ministry

It's very important to gather feedback on the ministry after each event. Take the information back and pray about it. Use to improve the ministry. You are there for the people.

Here are some possible sources of information to consider:

- The Lord
- Participants
- Volunteers
- Music ministry trainer
- Activities director of location

- Nursing Home Music Ministry In A Box - Instruction Manual

Continuously Improving The Ministry

It's important to keep in mind that it's the Lord's ministry and follow Him at all times. The Spirit blows like the wind and goes where it wants, our job is to be obedient and follow.

- Pray about it
- Evaluate feedback
- Document issues - Think about what is lacking, what can be improved
- Brainstorm solutions
- Discover how to resolve issues and create action plans
- Gear up your team, ask for their involvement, feedback and participation
- Incorporate their feedback
- Launch and adjust
- Repeat process

How To Pass On The Ministry – “Give Fully Giving”

- Build a ministry tool kit (see Tool Kit Inventory)
- Pray to the Lord, asking who to share it with – as an offering to the Lord.
- Mentor this person(s) for a time until the Lord releases them
 - Pray over each mentor session. Ask the Lord what to share and when in Jesus' name.
 - Have this person(s) say the group prayers
 - Teach them the power of agreement
 - Share with them how to play the songs
 - Teach them how to minister (i.e. application via live instruction - Have them play concerts with you.)
 - Teach them how to organize and manage the ministry
 - Provide them the ministry tool kit (including instruction manual) and help them walk into ministry.
 - Fully hand over ministry for them to operate – “Give fully giving”
- Move on to next mission the Lord has for you, however be available to assist the one you mentored (as needed).

- Nursing Home Music Ministry In A Box - Instruction Manual

Sample e-mail invitation below.

Subject: Invitation to Begin Training to Start Your Own Music Ministry

Dear XXO:

I have been directed to reach out to you about starting your own music ministry.

A great starting place is to connect in with what the Lord is doing through the [insert your ministry name] nursing home music ministry. This could help you get a general feeling of participating in an established music ministry, learn the ropes and begin the training journey to start your own. And ... we will help you!

Currently, the Lord has us singing old hymns at two nursing homes each month (Dallas and Plano). Its been a very spiritually rewarding experience and something I believe you would really enjoy.

The spirit and intent of the [insert your ministry name] is based on:

- a) This is Jesus Christ's ministry and He is our guide
- b) Discovering what Christ has for us
- c) Following His will

I personally invite you to join us in playing. And [insert name], hostess of the sing-a-long, personally invites your wife to experience the joys of hosting. [insert hostess name] doesn't sing or play any instruments with the band, but organizes the hospitality part of the ministry such as passing out song books and shakers, assisting the elderly and disabled, taking photographs for the elderly and building photo albums, etc. [insert hostess name] would love to meet your wife and help her to discover if she also has a gift in the area of hospitality.

As far as our musical set-up, we have two acoustic guitars, a mandolin and a small karaoke P.A. system. We provide song books to the audience and worship team with lead sheets. So learning the songs is pretty straight forward and made easy.

You mentioned that you play [insert instrument name(s)]. We have a [insert equipment available] available, or if you want to give your [insert instrument name] a try, that would be great too. Please do what you feel led by the Lord to do. We would love to see you try both.

Our only requirement is that you sign the group sign-in sheet and say the group prayer (attached below) with us before the training.

- Nursing Home Music Ministry In A Box - Instruction Manual

As schedule of upcoming ministry dates is (attached below). Please let me know if you would like to join us.

Photos of the ministry in action are available at the following URL [insert Web site address].

Attachments

- Sign-in sheet
- Ministry schedule

God bless,

[Insert your name]

Cell: XXX-XXX-XXXX

- Nursing Home Music Ministry In A Box - Instruction Manual

Who We Are

The Order of Restoration In Christ (O.R.I.C.) is a monastic order under the authority of the Old Catholic Church. However, we are interdenominational - welcoming all denominations. You don't have to be Old Catholic to hang with us. Our only requirement is that Jesus Christ's name is first.

We are not under the authority of the Pope, like the Roman Catholics. However they are our brothers, just like the Protestants. We love all Christians and those who are seeking truth. We are in official communion with Roman Catholics, Western Orthodox Catholics, and Anglicans.

O.R.I.C is focused on both a personal relationship with and corporate worship of Jesus Christ - specifically tapping into the 2,000 years of Christian agreement around prayer, worship, etc. It's extremely powerful when both are combined.

We are much like the original Christian Church directly after Christ's death on the cross (1 to 300 A.D.), the original Franciscan order (1,200 A.D.), and more specifically the sector of the church that the Apostle John helped get started - the mystical body of Christ.

Christ has called us to "be in the world, but not of the world." *John 17:14-15 (New International Version)* "I have given them your word and the world has hated them, for they are not of the world any more than I am of the world. My prayer is not that you take them out of the world but that you protect them from the evil one." We are also part of the convergence and empowerment movements.

Through the order, Christ has started more than 100 ministries. It has worked with people from all three major streams of Christianity including charismatic, evangelical and orthodox. Some ministries have gone on to be very popular, others have been more humble in terms of notoriety such as home churches, food ministries, etc. In the end it's all the same - service into the Lord.

It's all about being led by the Lord Christ in what He want's us to do, discovering His will in all things, and being made complete by Him. "Unless the Lord builds the house, it's builders labor in vain." (PSALM 127:1)NIV. What the Lord builds, He will sustain.

For more information, visit www.ricchurch.org