

WELCOMES, CLOSES, CONTRIBUTION TALKS, ANNOUNCEMENTS

You are speaking before the church. Please read over the guidelines established by the North River leadership team. (For Communion talk guidelines, refer to the separate handout.)

GENERAL

- Focus on God, share from the heart, and be prepared.
- Your point should be clear. Eliminate extraneous material, however interesting it may be.
- Speak into the mic. Don't back away from it, even only a few inches. E.g., don't face the screen while speaking, unless you're attached to the mic, and the mic to you.
- Don't invite others up on the stage (e.g. wife or family) unless this has already been discussed. (No surprises.)
- Be sensitive to the audience. Young children are present, so share nothing that could be upsetting.
- If you are praying, aim to enunciate clearly. Don't hurry. Avoid "Father-God" prayers. Perhaps use notes.
- Please plan to attend a meeting of all serving at 9:40, or 20 mins before service start time, in front R meeting rm.
- After you've spoken, welcome feedback. Strive for excellence (Titus 2:7-8).

WELCOMES

- In combination with the singers, you're setting the initial tone for the service. For this reason, it is important to begin the day in the right way – with the Lord. Pray before you come to church. Practice / think through what you will say.
- It's important that you know the theme of the service. It will usually also help if you know the text or theme of the sermon. Our hope is to integrate all parts of the Sunday service into a seamless whole.
- Be warm and *welcoming*. Don't *exclude* portions of the audience by referring to sports, politics, and so forth.

CLOSES

- Don't rush, but don't go long. Smile.
- Create a sense of closure for the service, taking into account all its elements (not just the sermon). Be succinct.
- Don't re-preach the sermon. Summarizing shouldn't be necessary if it was well delivered. Nor is this the time to add new material to the mix; it is time to end.

CONTRIBUTION TALKS

- Your appeal is primarily to church members. Although there's no need to discourage guests from giving, it's the congregation to whom you are directing your thoughts.
- When you speak, you are representing the entire church, even if unofficially. Those who hear you, including visitors, naturally assume that your comments agree with the doctrine and practice of the church. Don't "wing it." Prepare well.
- There are several ways to approach the collection. Brief personal sharing or an anecdote may work well. Or you might read a single scripture.
- Be aware that a weekly collection of funds is a church tradition, not a biblical command. Unlike the communion,

which was clearly observed weekly, collections of funds in the N.T. church seem to have been taken up as needed.

- Be sure you read scriptures in context. For example, 1 Cor 16:2 doesn't explicitly mandate a weekly collection. Here Paul tells the *Corinthians* to set aside money on a weekly basis, presumably until the time has arrived to send the funds to their destination. This is a collection for a specific purpose: relief for poor Christians in Judea.
- 2 Cor 8-9, another popular source for contribution talks, addresses the same need. This is not to deny that the principles of sharing materially translate in some way to the contribution, but only that we must respect context.
- We ought not to claim more from a passage than what may be clearly demonstrated. Be careful how you use your text.

ANNOUNCEMENTS

- Unless the matter concerns a significant number of the audience, it is generally better to submit it to the newsletter team (nrcocnews@gmail.com), so that it may be printed in the weekly bulletin. Some announcements are better made in a different setting, like a midweek service or class, or by email.
- If the announcement is already in the bulletin (as it should be), draw attention to that. Don't take more time than is warranted if you are only providing a reminder.
- Some special announcements (e.g., those given by the elders) may be more involved or lengthy. In most cases, this is *not* the case with your announcement ☐.
- Be succinct. In general, the fewer people in the audience the announcement applies to, the shorter it should be.

BAPTISMS

- As this isn't a private event, time is limited. This isn't a sharing time (that can come later). Be brief.
- No catechism is necessary (a series of questions & answers). All that's required is the ancient Christian confession, "Jesus is Lord." Ensure whatever is said is spoken into the microphone.
- Avoid superlatives ("This is the most honest person in Georgia"). Careful with compliments ("You have such a pure heart"), which can backfire or hurt the new convert.

SUBMISSION

- Welcome or contribution thought *theme* or *point* should be submitted to Jeff Hickman 4 days before you speak (that is, by Wednesday). If the theme or point is fuzzy, you will be asked to clarify. You'll normally be asked to speak 1-4 weeks in advance.
- For announcements and baptisms, no need to send your thoughts in advance—but do *organize* them in advance.
- As always, the leadership team will be available to assist with ideas, input or feedback.

Thank you for your willingness to serve.