



IDEA SHEET

Music Ministry

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Improving Preparation and Organization in Your Music Ministry

- **Following a Written Order of Service.** While there must always be enough flexibility for the Lord to move in a service, having a written order of service will allow for better transitions and a more improved sense of flow for the service in general.
- **Schedule Specials at Least Two Months Ahead.** This way, your specials will be well-prepared and ready to minister in a timely and anointed fashion.
- **Start on Time.** This applies to rehearsals, services, and everything in between. A service that begins on time has a better chance of operating efficiently.
- **Have a Filing System for Your Music.** The best way to do this is to create a comprehensive database, listing not only the music, but also a large number of useful attributes, such as whether or not the song is acapella, Christmas-themed, patriotic, etc. Having a searchable database will prove to be one of the most time-effective things your music ministry does for itself.
- **Plan Ahead for Special Meetings.** These include revivals, missions conferences, and special services such as Father's Day, Easter, 4th of July, and others. Starting the planning process several months in advance will save you and your colleagues many headaches as the event date approaches.
- **Meet Weekly With the Pastor.** Meeting weekly with the pastor will unify the ministry and avoid conflicts in scheduling. These times allow you to better understand the pastor's vision for the music ministry. Learn his heart and let him know of your personal and ministerial needs.
- **Have Pianists Prelude 10-15 Minutes Before Service.** This is an excellent way to let other pianists, especially young musicians, have an opportunity to minister. It will also create an inviting atmosphere as people arrive for service.
- **Prepare a Written Mission Statement.** This will prove vital in giving your music ministry a sense of organized direction.

Music Ministry Calendar:

- **November:** Begin preparations for your Christmas program. Schedule multiple music specials in a fashion that coordinates with the pastor's vision for this service, which may include a reading of the Christmas story, or even a live nativity drama.



Future Vision. Too often, music departments live in the vision of the now. That is to say, everything that is happening right in the moment is all we ever focus on; therefore, the ability to plan ahead is defeated. Do not let your music department fall prey to the temptation of the vision of the now. Let your music department have future vision by always planning ahead as much as possible. This will save yourself and your colleagues multiple headaches throughout the year. The music ministry is one that is very involved and active, and having future vision will keep you on track.

Resource Files for You

MUMA33.txt

"Overseeing a Music Program"
Tips for management of a program.

MUMA93.txt

"Standards of Music Ministries"
Does your music department live up to the standard?

IBC Perspectives Magazine

If you are in ministry leadership, be sure not to miss out on an excellent publication written just for church leaders. The IBC Perspectives magazine is a 20-page color publication published monthly by Indiana Bible College. It features interviews with growing revival churches and explores the methods and programs that make them successful. It also features articles devoted to: Feature Ministry Opinions, Plainly Speaking, Columnists, World News, Apostolic News, News You Can Use, Guest Pulpit and more. To receive a free copy and subscription form, call 1-800-800-0247 or write Perspectives, P.O. Box 47917, Indianapolis, IN 46247, or e-mail: Perspectives@Apostolic.edu or visit our web page at www.apostolic.edu. Subscription cost is just \$20 per year for 12 issues.