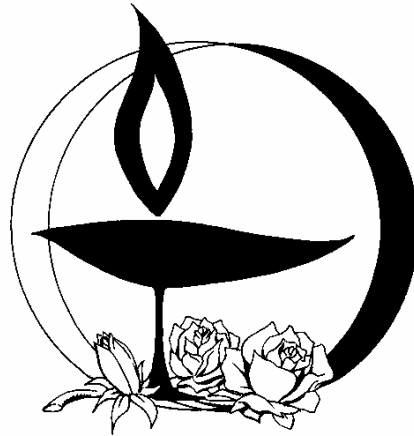


Eastrose Fellowship Unitarian Universalist



Program Leader Resource Guide

*Provided by the Eastrose Fellowship
Sunday Services Committee*

This document is intended to serve as a guide for those planning services. It contains examples of openings, chalice lightings, readings, special words about sharing and offering, benedictions and other elements of the service. It also lists other resources available within our fellowship, and with the larger UU community.

You may consult our hymnal "*Singing the Living Tradition*" to choose Responsive Readings and hymns.

Books and Other Print Resources:

There are numerous books, notebooks and other publications that can be found in the Eastrose library, and particularly in the Program Leader resource bookshelf in the minister's study. Among them are:

- ✓ **Singing The Living Tradition** – *our hymn book*
- ✓ **Hymns For The Celebration Of Life** – *the older, blue hymn book*
- ✓ **Rejoice Together** – *by Helen Pickett*
- ✓ **Readings For Common Worship** – *a UUA publication*
- ✓ **Handbook Of Religious Services** – *from the UU Church Of The Larger Fellowship*

Online Resources:

A vast collection of readings, prayers, meditations and more can be found online at the UUA's **WorshipWeb** site. The URL is: <http://www.uua.org/worshipweb/resources.html>. This site also includes a handy search feature to allow you to search their library. Also, simply google something like "UU resources readings" to get all sorts of websites with ideas and resources.

If you have questions or need help, contact members of the Sunday Services Committee for help.

Inclusive Language:

It is our policy at Eastrose to use inclusive language as much as possible in our services. In most cases it's easy to change non-inclusive language by saying "he or she" or by making the nouns and pronouns plural. If you decide to use an old reading or song that is not inclusive, and you don't want to change the author's words, you should acknowledge that before you read it. You can say something like, "This poem is written in an older style. I don't want to change the words, but I'm sure the author would want to include women as well as men."

Prelude: Pianist chooses the selections

Introit: *Choir Sundays*

Opening Words: See "*Singing the Living Tradition*" #416-446

Come, let us worship together.

Let us open our minds to the challenge of reason,
open our hearts to the healing of love,
open our lives to the calling of conscience,
open our souls to the comfort of joy.
Astonished by the miracle of life,
grateful for the gift of fellowship,
confident in the power of living faith,
we are here gathered:

Come, let us worship together.

- Lindsay Bates

In this quiet hour may our spirits be renewed.

In this gathering of friends may we be ready to extend ourselves to those in need, and with trust to receive the hand that is offered.

In this community of ideals may we remember the principles that guide us and reflect upon those things that give meaning to our lives, renewing our dedication to serve the highest that we know.

In this time of worship, may our minds be open to new truth, and our hearts be receptive to love, as we give thanks for this life we are blessed to share.

- Gary Kowalski

Opening Hymn: Since the children are with us for this part of the service, some child-friendly hymn suggestions are:

#401 Kum Ba Yah

#118 This Little Light of Mine

#361 Enter, Rejoice, and Come In!

#389 Gathered Here

#188 Come, Come Whoever You Are

#346 Come, Sing a Song With Me

#30 Over My Head

#116 I'm On My Way

#211 We Are Climbing Jacob's Ladder

#212 We Are Dancing Sarah's Circle

#170 We Are a Gentle, Angry People

#100 I've Got Peace Like a River

#402 From You I Receive

#131 Love Will Guide Us

To introduce Hymns: "Please stand as you are able and join me in singing hymn # _____"

WELCOME AND ANNOUNCEMENTS TEXT:

RING THE GONG. PRELUDE IS PLAYED.

WELCOME AND ANNOUNCEMENTS

Welcome to Eastrose. I'm _____, your program leader for today. This is _____, our speaker. *[add any brief biographical details here]*

TELEVISED

This service is televised to the minister's office. If you need to leave the room, you can still hear the program. Also we have hearing assistance devices available from the Greeter's table for those who benefit from them.

WELCOME TO VISITORS

I would like to extend a special welcome to those of you who may be here for the first time. Are there any visitors here today? If you are willing, please stand and tell us a little bit about yourselves.

IF VISITORS **DO** STAND AND SPEAK, SAY the following: (If no one stands, skip the words boxed below).

Welcome! Please stay for conversation, tea and coffee after the service. If you have not already done so, please sign the Guest Book at the greeter's table so that we can send you our newsletter.

We hope you will return to a Sunday service with us soon. Our services change from week to week, so it will take you several visits to get to know us. If you should have any questions about Eastrose Fellowship, just ask the person wearing an "Ask Me" badge at the Guest Table.

GREETING EACH OTHER

Now, let us all take a moment to turn and greet our neighbors.

*[wait for **one minute**, then ring the gong and say:*

I invite you to continue your conversations after the service during coffee hour.

ANNOUNCEMENTS

Now, I would like to call your attention to the announcements in your programs. Please take some time to read them. In addition, I have a few special announcements:

[read announcements you have been handed or left on the podium and which are NOT printed in the order of service]

January 7, 2008

SUGGESTED TEXT FOR THE Children to carry the light of our community to their religious education program:

"We send our young people out to their classes with a special blessing. Children and teachers please come forward as we prepare to sing "Go Now In Peace." Those people sitting on the aisle and older youth if they prefer may join hands to form an arch."

Chalice Lighting: See "*Singing the Living Tradition*" #447-456 or write your own!

Ask someone to light and extinguish the chalice for you. If a child, you may introduce the child, for example, "This is _____. She is in ___ grade. She likes ____ and _____." If a child lights the chalice, ask an adult to extinguish it at the end of the service.

Some Chalice Lighting sample readings:

In this flame

I see clearly

The presence of [*fathers / ancestors / Love / cooperation...or use your own ideas*]

From the beginning of time

Supporting my existence.

Deep joy of the leaping fire to you

Deep peace of the shining star to you,

Deep peace of the running wave to you,

Deep peace of the quiet earth to you

Deep peace from your [buried] kindred

To your very roots.

-adapted from a Celtic prayer

As I light this chalice:

"I honor the place in you of love, of light, of truth, of peace.

I honor the place within you,

Where if you are in that place in you,

And I am in that place in me,

There is only one of us."

-excerpted from *Grist from the Mill* by Ram Dass

Candles of Care and Concerns (first Sunday of the month ONLY):

Invite all of those who wish to light a candle this morning to line up along one side aisle or the other. Help a person get a candle to light if needed. If possible, hold the portable microphone yourself for them -- don't just give them the portable microphone.

Candlelighting Words Suggestions:

During this time we invite all who have a concern, joyous or sad, to share with the congregation to do so now and to light a candle if you wish. You are encouraged to use the microphone so that all of us can hear.

Closing Candlelight Words Suggestions:

Let us hold in our hearts and minds any concerns affecting our lives and not expressed today. We honor and cherish these embracing moments of sharing, for in this way our community is strengthened, as the pattern of our common life is woven.

Responsive Readings: See "*Singing the Living Tradition*" - responsive readings are included throughout and are organized by theme.

To Introduce: "Please join me in reading responsively #_____ in the back of your hymnal."

Pastoral Moment: Often the visiting minister is willing to lead this if the parish minister is not leading worship this Sunday.

You will need to be prepared to lead this section in case the minister is not available. You or a designated adult should carry around the portable microphone – if at all possible, hold the microphone for the speaker rather than allowing them to take the microphone.

To begin this section, choose a reading from "*Singing the Living Tradition*" #479-524 and then say:

"Now is the time in our service when we share the cares and concerns that are on our hearts and minds this week. I invite you now to share those cares or concerns with the compassionate circle of this community."

[sharing]

Pastoral Moment Closing Words Suggestion:

May all that has been shared, and those things that remain the silent chamber of our heart, be held by the love that is present in this gathering. Amen. Please stand as you are able and join me in singing Hymn #123, "Spirit of Life" (or whatever the designated hymn)

Offertory Words: We encourage you to write your own offering words. For additional offering words see "Singing the Living Tradition" #672-676.

Some Samples:

This wonderful fellowship exists due to the untiring efforts of generations of members and the generous financial support which now keeps its doors open. Please take this time to make a donation to this worthy cause.

May we be reminded here of our highest aspirations, and inspired to bring our gifts of love and service to the altar of humanity.

May we know once again that we are not isolated beings
But connected, in mystery and miracle, to the universe,
to this community and to each other.
May our gifts now grace this Fellowship.

Reading(s): If the guest is a minister, they are responsible for this part. Otherwise, here are some sources that might be helpful:

Singing the Living Tradition

The Essential Rumi Coleman Barks

Robert Fulghum - you will likely need to edit a selection of his to have an appropriate length (2-3 min)

My Grandfather's Blessings and *Kitchen Table Wisdom* Rachel Naomi Remen

Earth Prayers and *Prayers for a Thousand Years* ed. Elizabeth Roberts & Elias Amidon

Cries of the Spirit Marilyn Sewell

Claiming the Spirit Within Marilyn Sewell

And of course, the internet -- Google "UU readings" or similar. There is an amazing amount of material out there. It's good to give credit to the author if possible.

Meditation: If the guest is a minister, they are responsible for this part. If you are leading this part we suggest:

Please join me for a time of silent meditation and reflection. [Wait 1 minute or so]

Amen / Blessed Be / Shalom

Hymn or *Anthem* (depending on whether or not choir is singing)

Sermon/Message

Discussion/Question and Answer: If minister or speaker agrees and if there is time. Please help facilitate this period and make sure that it ends 5 minutes before the service is supposed to be over, so that we don't run over. Again, YOU hold the microphone for speakers when at all possible.

Closing Hymn: If the guest is a minister, they will introduce the hymn.

Benediction/Extinguishing the Chalice: If the guest is a minister they are responsible for this part. (Please extinguish the chalice while they are speaking.) If you are leading this part see "*Singing the Living Tradition*" #677-713, and remember to also extinguish the chalice when you finish speaking. Some samples:

Let this service bless us,
Heal us,
Balance us,
Energize us, and put us in harmony with everything good
In the Universe.

-adapted from a blessing by Theo Levine and Sonya Hetler

As we leave this gathering
May we take with us the strength
To build a unity of love
Among ourselves and
In this world.

May the Spirit of Life
Engender in us
A compassionate and understanding heart
Toward one another

May I, together with everyone in this room
Enjoy the spiritual nourishment
Of kind mind
Joyful mind
Big mind.

May light and love surround us and guide us to right action.

May love, joy and peace be yours in abundance.

May this sanctuary be illuminated by the light of love.

We are called to ventures of which we cannot see the ending, by paths as yet untrodden and through perils unknown.

May we go out with good courage,
not knowing where we go,
But trusting that the chalice of love
which burns in our hearts
will guide us and support us
wherever we go
and whatever challenges we meet.

May this ending be our beginning.
Let us begin -- again and again --
to wonder and to cherish and to act,
so that at day's end we will be content
knowing that we have given our all to life.

May this flame that has brightened our time together warm our hearts, light our paths, and inspire our vision as we once again go our separate ways.

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Produced by the Eastrose Fellowship Sunday Services Committee

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