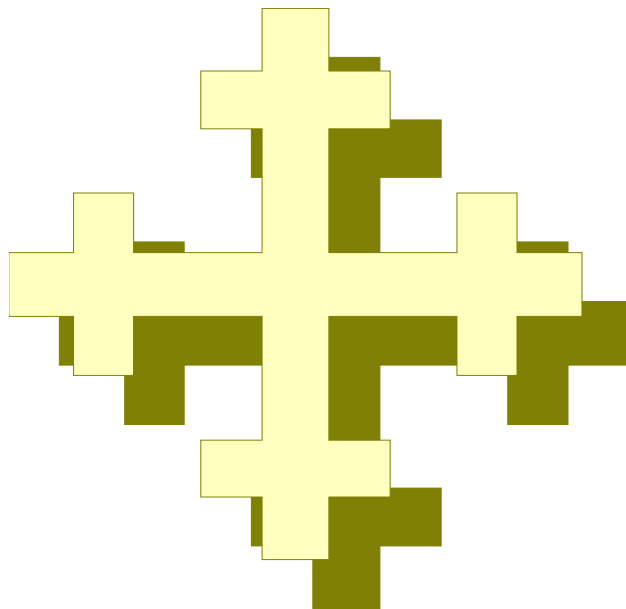


# Epiphany Ministry, Inc. Team Manual



Epiphany Ministry, Inc.

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# **GENERAL INFORMATION**

## **Mission Statement**

**TO SHOW CHRIST'S TRANSFORMING LOVE  
TO INCARCERATED AND AT-RISK YOUTH"**

## **Overview of Epiphany**

Epiphany is an ecumenical Christian ministry. It has been developed for at risk young people who are in the custody of a state juvenile justice or Social Services system, hereinafter referred to as "**Institution/Facility**".

This is the official manual of Epiphany Ministry. It has been approved by the Board of Directors for Epiphany Ministry, Inc. Compliance with this manual is mandatory.

This manual represents the knowledge and input from the combined experience of laity and clergy who have labored in this ministry for many years. Any changes in the manual must be approved beforehand by the Board of Directors of Epiphany Ministry, Inc. Suggestions for improvement are always welcome. Please send your suggestions to the attention of the Epiphany Ministry Inc. National Office: P.O. Box 12286 Marina Del Rey CA 90295.

This Manual has been written for the use of participants in Epiphany Ministry. It represents for Epiphany volunteers their authority, responsibilities and accountability.

Deviations from the practices, procedures and guidelines in this manual could place at risk individuals, the team, the Stars, the institution/facility and the ministry itself. PLEASE DO NOT DEVIATE FROM THIS MANUAL UNLESS THE INSTITUTION/FACILITY RULE(S) OVERRIDE THE MANUAL DIRECTIONS!

## **Terminology**

1. EPIPHANY - The name given to the three day short course in Christianity designed for young people who are in the custody of a State Institution/Facility or other residential facility for at-risk youth. Each weekend is named (Institution/Facility) Epiphany number \_\_\_\_.
2. STAR - Any young person who is in the custody of an Institution/Facility and attends an Epiphany weekend while incarcerated.

3. WEEKEND GUIDE - A team member who spends one-on-one time with a Star during the weekend (with no team/Star group isolated visually).
4. STAR REUNION - The name given to the follow-up meetings.
5. STAR GUIDE - The weekend meditation guide and workbook.
6. AGAPE - Expressions of God's love including posters, prayers, food, gifts, letters, sacrificial acts, etc.

## **How Do You See God?**

There are references to God as male in both the Old and New Testaments. There are also maternal references to God. But God is actually a Spiritual Being above all other beings. When we limit our description of God to male or female pronouns (such as he or she), we have, to paraphrase J. B. Phillips, made our god too small.

The people who nurture us, or fail to nurture us, when we are children are the prototypes of our Heavenly Parent. When a relationship with an earthly father has been bad, it may be projected onto our heavenly Father resulting in experiencing fear, or anger toward God, distance from God or dismissing God altogether. What can be done, however, is to offer a variety of descriptions of God. The inevitable result will only enlarge our concept of God.

Here are a few texts, with descriptive words that are suggested or said in the Bible that can give us a greater understanding of God.

Genesis 27:28: Provider

Exodus 3:14: I AM

Deuteronomy 1:25: Giver

Deuteronomy 32:4: The Rock

Job 36:5: Mighty

Isaiah 45:21: Only GOD, Savior

Psalm 82:8: Judge

Psalm 91:14: Protector

John 1:3: Creator

Galatians 4:6: "Abba"

Ephesians 1:17: Glorious

Ephesians 3:10: Wisdom

I John 1:5: Light

I John 4:8: Love

Revelation 1:8: Alpha and Omega; Almighty

How do you see God? Do you see God as only Father or do you see God as more complex? Everyone sees different aspects or qualities of God. God can be your Father and your Mother and much more. God is God. When we use a few specific names for God; we limit God's awesomeness. Epiphany encourages you to stretch your concept of our Creator.

## **Inclusiveness**

In writing talks, in conversation, in anything visual (e.g., banners), and in team selection and support, every effort should be made to be inclusive of all ages, sexes, racial and ethnic groups, etc. Specific suggestions:

1. Watch for what may be unintentional racial slurs.
2. Avoid stereotypes.
3. Expand illustrations to appeal to a variety of persons and lifestyles: employed and unemployed; affluent and poor; biblically literate and biblically untaught; single and married.

## **Banners**

Banners add color and concepts to a weekend. Acquiring an adequate number of banners will take a long time--perhaps even years. Make banners of sturdy material, since they will be handled a great deal. Here are some guidelines and suggestions:

1. Sewing is always preferable to gluing. Gluing produces stiff places that cause problems in storage and don't usually hold the entire piece down well.
2. A banner that visualizes Epiphany (use of stars, for example) is a good place to begin. If the word "Epiphany" appears on it, then it can be used as a backdrop for the Celebration Party pictures of the Stars with their table leaders and weekend guide.
3. A Love banner might be next. Love is a Fruit of the Spirit, but is not used for one table family. It is reserved to be a fruit for all.
4. Making banners for table families before doing ones for the talks is advisable. The table family names are the Fruit of the Spirit: generosity, patience, kindness, self-control, peace, faithfulness, joy, and gentleness (Galatians 5:22-23).
5. Anyone making a banner should provide in the construction the means for hanging the banner on a pole or wall.
6. It is better, in the beginning, to have a few well-thought out, planned and executed banners, than to have a lot of mediocre ones. Obviously the Stars will never know whether you have a full inventory or not. However, if you are doing banners for the table names, all of the Fruit of Spirit should be done. You can limit the choices of the Fruit of the Spirit to the same over several weekends until you have them all.



# **Ministering to the Juvenile Offender or At-Risk Youth**

## **DESCRIBING THE JUVENILE OFFENDER OR TROUBLED YOUTH**

It is inaccurate to describe any single juvenile offender or troubled youth by statistics. However, statistics can be instructive.

It is also necessary to keep in mind that each State has its own way of sentencing and incarcerating juveniles or troubled youth. Depending on the age and nature of the crime, a young person may be tried and sentenced as an adult in one State, and as a juvenile in another. Levels of security will vary among Institutions/Facilities. State laws will differ on release and parole conditions. Therefore, it is important to learn as much as possible from individuals working directly with the juvenile justice system and/or social services in your State and County Institutions/Facilities.

As you read this section, do so cautiously and carefully. This is helpful information, but do not put a young person into a box with the statistics or descriptions of development. Hold on to this information; at the same time, listen intently and with prayer for insight into the needs of the young person with whom you are interacting. When you read statistics, think about what these figures help us to understand or to what they alert us. One can say without hesitation:

- Everyone needs love: it is absolutely essential to life
- The source of the love is God; God is love
- It is the Christian's duty to embody the love of God

Based on the *Office of Juvenile Justice and Delinquency Prevention* statistics, law enforcement agencies in the United States made an estimated 1.024 million arrests of persons under the age of 18 in 2014. Twenty-nine % were female; 71% male; 28% under the age of 15. This is down from 2.3 million in 2003 and has trended down since the mid 1990's. Of the 1.024 million arrests, 5% were for violent crimes, 23% for property crimes, and the remaining a variety of offenses, including drug abuse, offenses against families and children, prostitution, and other assaults.

The FBI requires law enforcement agencies to classify an arrest by the most serious offense charged in that arrest. Therefore, when statistics show that law enforcement agencies made arrests of young people for property violations in 2014, it means that the property violation was the most serious charge; an unknown number of additional arrests in 2014 included a drug charge as a lesser offense.

The racial composition of the entire juvenile population in the United States in 2014 was 53.9% white, 15.2% black, 24.4% Hispanics, 5.6% Asian/Pacific Islander, and 1% American Indian.

In contrast to their representation in the entire population, juveniles arrested in 2014 were 46% white, 52% black and 2% other. Black youth were over-represented in juvenile arrests for violent crimes and property crimes.

Serious violent crimes by juveniles occur most frequently in the hours immediately following the close of school on school days. Juveniles injure more victims in the hours around the close of school than at any other time of day.

**CHARACTERISTICS OF JUVENILES IN LONG-TERM FACILITIES 2013**  
National Center for Juvenile Justice. Census of Juveniles in Residential Placement, 2013.  
[www.ojjdp.gov](http://www.ojjdp.gov)

Most Epiphany Stars are in residential facilities. Two-thirds of these facilities are public (one half are local) and one-third are private or contracted. About 56% of these facilities hold 20 or fewer youth. The following are statistics related to juvenile offenders in long-term facilities. While the populations vary, a snap-shot count of the incarcerated on October 22, 2014 was 50,821. Of these, about 4,200 are inmates of adult jails. The size of the population by age in descending order is 17, 16, 15, 18+, 14, 13, and 12.

The 2013 residential figure used for the statistics below was 54,148:

Offense:	37% committed violent crimes (criminal homicide, sexual assault, robbery, aggravated assault) 24 % committed property offenses (burglary, theft, auto theft, arson) 5% committed a status offense (e.g., truancy, running away) 7% committed a drug offense 11% committed a public order offense 17% technical violation
Drug Use:	56% of males and 40% of females were under the influence of drugs/alcohol at time of the arrest
Sex:	86% male; 14% female
Race/Ethnicity:	32% white 40% black 23% Hispanic 5% Other

**DEVELOPMENT OF YOUTH**

Epiphany Ministry, Inc. wishes to express its thanks to Prison Fellowship for making this study available.

**Intelligence**

Approximately one-third of young people in long-term facilities have an average I.Q. while somewhat over one-third have an I.Q. below average. Reading level is around the fifth through seventh grade. Causes for such poor reading skills include poor nutrition, undiagnosed learning problems, school failure/drop-out, and/or emotional blocks. However, reading level and comprehension are not the same. Generally, the juvenile may not be able to read much above the seventh grade, or write an essay without numerous errors, but the verbal understanding is greater than their reading level.

### **Thinking**

Cognitive development is the cornerstone for other areas of development: ego, social, moral and faith. By about eleven or twelve years of age, most children are beginning to think abstractly. This means they can think about thinking, theorize and hypothesize (what if . . .?); they have moved from a need for physical proof, that is, something concrete, to make something real or believable. For the children who have started thinking abstractly it opens up a whole new world.

Among youth offenders, as in the general population, you will find both concrete and abstract thinkers. You may have two fifteen year olds at completely different developmental stages in their thinking. The "what" question is understandable by both. "Why" is only answerable by the abstract thinker. In discussions, be sure you are listening carefully for the person who is not able to get very far from an understanding based on what can be heard, seen, touched, felt, or tasted. An example of a contrast between abstract and concrete thinking is the person who describes God as an old man, with a long beard, and bushy eyebrows (concrete thinking), and another describing God as a Spirit (abstract). Adults may have vestiges of both the concrete and the abstract in their thinking of God, for example: God is everywhere, but lives in a beautiful place in the sky. The major source for these statements on the thinking of children is based on research by Jean Piaget.

### **Ego Development**

Erik Erikson has been the most helpful in understanding that as people interact with society, there are critical points at which there is the opportunity for growth or stagnation. The positive resolution helps the child move on in a healthy way. A negative outcome puts the child at risk for further satisfactory social interaction and internal peace.

Erikson points out that trust versus mistrust is the first and, in some ways, the building block for the other stages of development. The opportunity for developing the ability to trust begins at birth. By eighteen months it should be in place.

The next stages are:

- Autonomy vs. shame/doubt (common for toddlers): successful resolution when child has real choices, choices are affirmed and the "no" of the child respected
- Initiative & imagination vs. guilt (3-6 years): opportunities for imaginative activities given, without over-directing, as well as encouraging expressions of feeling

- Competence & industry vs. inferiority (6-12 years): opportunities for "stretching" one's abilities and autonomy; success in school is critical
- Search for identity vs. role confusion (12-18 years): varied and adequate role models and intellectualization encouraged
- Intimacy, love & friendship vs. loneliness/isolation (18-24): chances for varied group/social activities and experiencing intimacy as something that is beyond sex

There are more stages according to Erikson. But one can see how each builds on the other. No age is to be taken as an absolute. Some persons develop earlier because of social situations in which they interact; some develop later. In working with youth who have had unsuccessful school experiences, it is likely that they feel a sense of inferiority. This may be readily apparent, or it may manifest itself in a false bravado, or an egotistical manner. Ideally by the time a person reaches the teen years, the search for "who I am" and "what is my purpose in life" are based on a good sense of self and a general ability to trust. However, that is not always the case!

### **Social Perspective**

One toddler pinches another child. When a child is allowed to act on another without any attempts to help the child to understand the hurt imposed on the other person, the child's social perspective is limited to self-fulfillment. It is expected that a toddler will punch and pinch, because a child that age acts on others as if they were objects. A kicked ball does not scream; a kicked child will. The toddler learns the difference by the consequences of the action and by well thought-out interaction by an older, more socially mature person.

Social perspective involves at least 6 concepts: concepts of persons, values of human life, role-taking ability, authority, law (its function and purpose), and community. One of the most significant of these is that of being able to take the role of another. When you can "walk in the moccasins" of another--without actually doing that--then one is able to feel for the other and understand how hurtful or helpful certain behavior is. This is developing in grade school. But when the child is able to think abstractly, the potential for significant understanding is dramatically increased.

### **Moral Reasoning**

Right from wrong! What people say they should do and what they actually do can be quite different. It may be that the ability to reason in ways of discerning right from wrong is in place, but the self-discipline to follow the right into action can still be underdeveloped.

Lawrence Kohlberg did ground breaking work in the area of moral reasoning. He believed that, although one may tend to think in one stage of reasoning, he is able to understand the stage ahead.

This gives the possibility of helping the person move ahead in morality. Kohlberg stated that the most basic and first reason to avoid the wrong is fear of punishment. This works for a short period of time, but by elementary years, except in the presence of the "punisher", the

actual efficacy of the possibility of punishment is minimal. The ability to act in a morally correct way increases as the need for external controls decreases and the internal controls increase.

After the punishment stage, the next stage bases right action on "what I want." That is, doing what is necessary to get rewards, reciprocity. Stage 3 builds around doing what is "right" based on the morals of the peer group to which connected. Those for whom this stage expresses concern are a small circle of family and friends, and sometimes the "less fortunate." Stage 4 keys in on the laws of the nation; what is the prevalent thinking in society. Stage 5 focuses on human rights.

Discussion swirls around any difference there may be between males and females, particularly in social and moral development. Although some are completely convinced of genetic differences, others come out more on the side of socialization. Wherever the truth lies, there does seem to be some dissimilarity between the sexes. Males tend to operate more autonomously, limiting relationships and dependency on them. Females appear to be more oriented toward a collegiality of relationships, showing concern with how others feel, and less on an abstract idea of justice (generally a more masculine position).

If these are true as generalities, then it is important to have healthy female-male interaction that can help each see the virtues and vices inherent in either pure position: me vs. us, objectivity vs. feelings (the more masculine attribute listed first). Boys need to learn how to be (or allowed to develop and express) nurturing, tenderness, and supportive interaction; girls need to learn to be (or be allowed to) express more assertiveness in their behavior.

### **Faith**

It is surprising to some that the development of where one is willing to invest oneself, and in what/whom one's confidence or faith is placed, is one of the tasks of development. That is not to say that it is not being affected early in life. But giving oneself over to a greater power requires giving up something of self. You can't give away what you don't have (before you have a sense of self), and it is frightening to "lose control" when you are fighting so hard to gain it.

James Fowler has given us windows on one's growth in faith. The preschooler has a powerful store of imagination. Because the imagination is so intense, it can be exploited by heavy doses of scare-tactics: "Santa Claus won't come if you don't shut up that yelling!" Some stories in the Bible, although they may involve children, are really terrifying to a preschooler. A good example is the near-sacrifice of Abraham's son, Isaac.

The elementary age child is more able to separate fantasy from reality and loves stories! Without over-explaining, the stories both stand for themselves and help give a context for reality. This is the age when works-righteousness may set in. Remember Erikson: the elementary child is struggling to experience competence vs. inferiority. It is an easy, though false misconception to fall into, basing feeling good about oneself on how much good one

does! But since we can never truly be good enough as contrasted with God, it is an endless, non-gratifying enterprise. No matter what, we will sin! The gods in our lives (family, friends, co-workers) can, in the midst of the good work to which we have enslaved ourselves, point out faults, or cast doubts, because they disagree with what is said or done. That can throw one into a tailspin of trying to do more--or perhaps giving up altogether!

In adolescence the world opens up and all kinds of ideas are around the young person. The hope is that the teen will have the foundation to make personal decisions about belief and be able to act in accord with them. But conformity to significant others is a strong factor that works for the teen (when the values are positive) and against (when they are anti-social). It is not unusual for there to be clashes with authority figures. Experiences which cause one to reflect critically on how one got to a particular place in life, or in a situation, can be quite valuable--if the external environment is supportive (in the interest of the teen).

### **Alienation**

In talking with social service workers about juvenile offenders, the word "alienation" will often arise. In a project for Prison Fellowship Ministries by David Van Patten, he concludes that "Juvenile crime is rooted in alienation." Alienation means to be *beyond* accepted norms of society, *separated* from other people, adopting an "*alternative* lifestyle and belief system". The following paragraphs will highlight Van Patten's major findings. As you read, you will recognize how the various elements of development have not been met: trust (affecting ego and faith), thinking (related to consequences of behavior), social perspective (e.g., authority, law, community), and moral reasoning (motives for fairness). Dimensions of alienation are instructive for work with juvenile offenders. Van Patten describes six:

- Truthlessness (missing reality checks cause denial)
- Powerlessness (sense that nothing the young person does will make any difference, especially positively)
- Isolation (apart from significant others and their values)
- Normlessness (rejecting society's values and norms opens door for a kind of amorality)
- Meaninglessness (purpose in life and/or work missing)
- Self-estrangement (the self as alien)

Generally juvenile offenders are alienated human beings. "Estranged from family, school, and other institutions in society, juvenile offenders have developed world views that further reject the reality of God and nature, seeing both as an extension of a society that has rejected them." The result is the alienation of isolation from others, God, and self. "It is in this desperate, lonely state of alienation that juvenile crime takes root and flourishes".

Destructive interaction in the home is more the rule than the exception for chronic juvenile offenders. Some relationships are destructive because of a void in relationships: silence and coldness are harmful. The needs to belong, to trust, and to be a person of worth go unmet or are manipulated. These children, experiencing rejection or inconsistent parenting, grow up expecting to be hurt again. "These early childhood experiences and perceptions of authority

are carried into school and are often manifested in schoolyard aggression and/or poor academic achievement. As a result, these youth become even more isolated from the important institutions in society that should be there to nurture them, but instead loom as threats to their survival." Long before that first delinquent act is committed, "the seeds of discouragement are sown in the lives of children" (p. 2). The belonging needs can be met by a gang. The desire for power and flaunting of authority can come from shoplifting. The need to excel can be satisfied as the young person gets better and better at stealing, destroying property, or killing! The treatment needs to overcome the dimensions of alienation are:

- The need for Truth: "Troubled youth need to learn and accept the truth about themselves, others, God, and nature. Without truth, our attempts to build their self-esteem and provide for their need to belong are relative and have no permanent reference point." For Christians the truth lies within God and a relationship with our Creator.
- The need to Belong: "Alienated youth, particularly those labeled as juvenile delinquents, need to be loved unconditionally and to feel a sense of belonging to another human being."
- The need for Mastery: When one is able to master skills or knowledge then one is helped to diffuse a sense of meaninglessness through a better understanding of events. "Success brings innate satisfaction; ... chronic failure stifles motivation."
- The need for Self-empowerment: "Increased participation in decision making not only meets a youth's need for self-empowerment, but also helps [the youth] gain a sense of belonging and purpose."
- The need for Virtue: "Virtue is defined as worthiness judged by the values of one's culture and significant others." All humans desire to make "meaningful, self-sacrificing contribution" to the culture and "authorizing environment".

All of these needs can only be met by real people with skin on them! We cannot expect a faith commitment to be deep or lasting when basic human needs remain unmet. Relationships with caring, loving people will make possible the connection to a caring, loving, and forgiving Creator/Parent. When these relationships exist and one is loved and knows oneself to be worthwhile, life can take on meaning and purpose. "Crisis is converted into an opportunity for interpreting natural consequences and clarifying choices. Teachable moments emerge in the process of forming long term friendships, providing opportunities for developing competence and cultivating virtue....Christianity can become prisms of God's eternal hope and unconditional love"

### **Summary**

Those who have never experienced hardship, grief, and crisis are, in one sense, fortunate. They are also people whose ability to empathize, endure hardships, and flexibility of response are greatly underdeveloped. For some juvenile offenders, their lives have been full of crises. They have an incredible store of experiences that can be useful in their maturation. They have wisdom and "street smarts" quite beyond the experience of many. One cannot presume that because they have had crises that they have learned from them. Often the lessons have been

self-protection - "look out for number 1"! But they have lived the pain and those ordeals can be the storehouse for growth.

It is both unfair and unwise to categorize a single individual strictly on the basis of a few remarks, or the chronological age of a person. But these are helpful indicators that can raise our awareness as to the best direction for encouragement, or challenge. It is safe to say that by the time someone is a teen and has average intellectual capacity, one could expect:

- Abstract thinking in many areas
- Ability to take the role of another
- Basic sense of self-worth
- Emerging personal tenets of faith
- Self-control, self-discipline:

When these are not present, intervention is advisable. This may include large doses of roleplaying, thinking activities that require abstract reasoning, being involved in activities that produce successes, and gradual reduction of external control. Encouraging, questioning, urging, offering: all can and should be done out of the motive of God's love for each person. Those who would lead are those who must know and experience God's love in their lives, and out of that love, give willingly, with dedication, and with wisdom and guidance of the Holy Spirit.

## CHRISTIAN EDUCATION PERSPECTIVE FOR EPIPHANY

The following perspective is drawn especially from James Fowler who has studied development of faith. The stage that seems most appropriate is called "Mythic-Literal". The most common chronological age is elementary years, but adolescents and adults as well can be in the Mythic-Literal stage. Persons in this stage are oriented to stories. They begin to identify with the stories, beliefs and observances of the church. Beliefs and symbols are understood rather literally as are rules of morality. It is through Story that they can unify and value their experiences.

There is an increased ability to take the perspective of other people. Justice and fairness are based on reciprocity: do unto others as others do unto me. Obviously that omits the phrase "as you would have". It should be noted that it is not entirely a negative: when it is pointed out or discovered that people do nice things for them, the fair response is to do likewise. In this stage of faith development God is understood as having human characteristics; God as a Spirit may be verbalized, but is not comprehended. That does not mean God cannot be spoken of as a Spirit, however.

Stories can be retold in great detail by persons in this stage, but using the concepts is more difficult. Therefore the stories needed to be applicable in their lives as well as have a larger meaning, so that the memory of what they have heard remains with them (more easily remembered when presented in a dramatic way). That can be called on later as they continue to search for answers. Because of literal thinking this stage can cause a "works righteousness" attitude (feel good about self because of what has been done) or feeling of being innately bad,



due to mistreatment by a significant other. The way to foster growth is to allow for "clash or contradictions in stories" which will lead to reflecting on their meanings. This means that questioning and some confusion are positives. There is a healthy disillusionment with previous teachers and what has been taught.

# **EPIPHANY MINISTRY. INC. POLICIES & PROCEDURES**

## **Operating Policies**

### **General Policies**

1. Epiphany Ministry, Inc. agrees to carry Director & Officers Insurance to cover the Board of Directors (herein referred to as Board).
2. With the exception of the Executive Committee formed by resolution by the Board of Directors, any National Committee will serve by the appointment of the Board of Directors' Chairperson for a term of one (1) year. Directors and non-directors may serve and may be re-appointed.
3. A person is removed from the Board of Directors after two consecutive unexcused absences from regularly scheduled meetings. An unexcused absence is defined as non-prior notification of said absence to the Chairman of the Board of Directors. This person may be reinstated immediately.
4. The State Representative to the Board is the "sole authorized representative in said state..." The State Representative should be a signatory and/or be aware of all signatories on the State checking account.
5. The Board operates under *Robert's Rules of Order*.
6. Epiphany has a policy of non-discrimination. It is the policy of Epiphany Ministry, Inc. not to discriminate on the basis of race, creed, ancestry, marital status, gender, sexual orientation, age, physical disability, political affiliation, color, religion or national origin. We do not judge those to whom we minister; rather, our effort is to show Christ's love.
7. Upon Affiliation, the affiliate name would be Epiphany Ministry, Inc. dba (doing business as) Epiphany Ministry of [state name].
8. The numbering of weekends is done per Institution/Facility; for example, in Ohio, the Indian River institution has its own numbering sequence, as does Madison.
9. It is recommended that there be no more than 30 Stars on a weekend. There should be a list of alternates to replace anyone who drops out before the first talk.
10. It is the policy of Epiphany Ministry that all activities with juveniles be voluntary on the part of the juvenile. At no time is it appropriate for juveniles to be compelled to attend Epiphany. Each of us comes to faith when we are ready. Forced attendance can promote "acting out" and disruptions which detract from the experience of other juveniles. In addition, there are questions

regarding the legality of compulsory religious instruction promoted by government funded and administered facilities.

11. The use of music during Epiphany gatherings must conform to the contract with CCLI (Church Copyright License).

12. Regarding the Epiphany web site, Epiphany does not accept ads from other organizations or businesses, nor does it provide links to other web sites for commercial purposes.

13. Chaplains and/or Institution/Facility Liaisons may observe an Epiphany weekend. They should be invited and encouraged to attend team meetings and the actual weekend as much as possible.

14. Regarding other observers during a weekend, whether from a state inquiring about Epiphany or a current volunteer in another state or Institution/Facility:

- They must be approved by the State Committee before being invited.
- There should be no more than five (5) per weekend.
- They should not participate at tables during the weekend.
- They are responsible for their own housing, unless the host state or national office can provide needed housing.
- They make a commitment to serve on that new state's first weekend.

15. Epiphany team members may participate in other programs at an Institution/Facility under the following conditions:

- The program must be approved by the Institution/Facility and not be associated with the Epiphany name, unless it is an Epiphany sponsored event (e.g. reunion).
- The program must be open to all incarcerated youth at the Institution/Facility (e.g. not limited to Epiphany Stars).
- The program will not be utilized to make contact with any Epiphany Stars outside of an Epiphany sponsored event.
- The individual is NOT representing Epiphany as a volunteer and Epiphany Ministry has NO control or liability to the situation or program.

16. No data base is to be kept of Star names or other information regarding Stars, by either the State Committee or corporate office. This does not apply to juveniles sentenced as adults to an adult facility, as their records are in the public domain. Only first names and last initials should be used by both Stars and Team members unless for the purpose of team sending mail to Stars.

17. Closing recommendations:

There may be rules at a particular Institution/Facility that will need to be observed regarding attendance at closing that will supersede the items listed below. Individuals who wish to attend a closing should be listed on a sign-up sheet.

- Stars who have completed a weekend, and have been released from the Institution/Facility may attend a closing.
- Stars who have completed a weekend and are still on campus may attend closing.

- The Institution/Facility personnel may attend a closing.
- The kitchen team members may attend closing.

18. Due to the potential divisiveness of conducting Eucharist/Communion in any form or intention thereof, this sacrament will not be held during team formation, training, weekends or reunion meetings. Only events listed in the Epiphany Ministry, Inc. Team Manual agendas for team meetings and weekend schedules are allowed - no exceptions.

19. Team members should be present during the entire weekend. Exceptions must be pre-approved by the Lay Director and Advising Lay Director.

20. No baptisms will be conducted during a weekend. This is a function of the Institution/Facility and Chaplain, separate from any Epiphany weekends and/or reunions.

21. A Star from a previous weekend who is still incarcerated may be asked to give the second part of the 4th Day Talk at Closing, provided s/he has attended reunions regularly, is active in chapel or Bible Study, and is recommended by the Chaplain/Facility Liaison as being appropriate to give this talk. A Star who is no longer incarcerated may be asked to give this Talk, provided they meet the restrictions of the Institution/Facility.

22. The Lay Director/State Committee Representative shall send a weekend report to the State Committee within one month of the weekend. The report will include:

- Team list with addresses and phone numbers that include area code
- Team roster
- Financial report
- Signature sheet(s) indicating team members will abide by the *Selected Epiphany Ministry, Inc. Policies and Procedures, Weekend Guide Program Regulations and Team Rules*
- Team weekend evaluations
- Star Information forms to the State Committee within one month of the weekend.

23. A copy of the team roster/listing, with names, addresses, etc., should be sent to the person forwarding the mail immediately following a weekend.

## **Team Composition and Assignments**

24. The Spiritual Director of a weekend should be an ordained member of their faith or denomination, have formalized theological training and have strong pastoral/counseling skills. It is recommended that the Assistant Spiritual Directors of a weekend have formalized theological training and/or strong pastoral/counseling skills. Some options are: theological/seminary training; ordination during or at the end of such training; ordination without academic training; licensing through a particular denomination or Institution.

25. To be eligible to serve on an Epiphany weekend inside an Institution/Facility, it is recommended that an individual have completed a 3-day weekend of their choice, i.e. Cursillo,

Walk to Emmaus, Kairos, Chrysalis, Via de Cristo, Happening, Cross, etc., or have attended an Epiphany Orientation.

26. It is recommended that a team member serve no more than two consecutive weekends in a conference room capacity and/or no more than three consecutive weekends in a capacity outside the conference room. While a volunteer may indeed serve on as many consecutive weekends as they chose, they should serve in different areas to assure an adequate pool of potential team members; to assure other qualified individuals are not prevented from serving; and to assure the continuing needs of the youth whom we serve are met to the best of our abilities.

27. Released Stars from previous weekends may serve on the team with the approval of the Lay Director, Spiritual Director, and Institution/Facility. They must be at least one (1) year post-Institutional/Facility release. They must be a minimum of 18 years old. In addition, all of the above must be met in order to enter an Institution/Facility for Closing. State statutes and laws supersede any Epiphany policies.

## **State Committees**

### ***Existing States***

28. Each State Committee shall adopt *By-Laws* consistent with those of Epiphany Ministry, Inc. The State Committee will decide the terms of office for their individual Committee.

29. Each State Committee agrees to sign an *Affiliation Agreement* at the September meeting that will cover the next calendar year. It will pay Epiphany Ministry, Inc. an affiliation fee annually, as well as a weekend fee as determined by the Board and included in the *Affiliation Agreement*.

30. Each State Committee, in conjunction with the Institution/Facility to be served, determines and approves the site and weekend dates for each Epiphany weekend held in the state.

31. Each State shall adopt *Team Rules* that define both the rules of Epiphany Ministry, Inc. as found in the Team Manual, and rules particular to the Institution/Facility in which the weekend will take place.

32. Each State shall adopt a Discipline Policy consistent with that of Epiphany Ministry, Inc. that deals with infractions of Epiphany Ministry, Inc. and/or Institution/Facility rules. Sample Guidelines for Team Discipline are on subsequent pages. A copy of the State's Disciplinary Policy should be sent to the National Office. Issues to be covered include:

- A State Committee is to copy the national office on any correspondence regarding a suspension and/or banning of a volunteer. This information would be kept private and confidential, but would be available should another state inquire as to why a volunteer wishes to serve in a different state, and if there is any reason they should not permit that to occur.

- If a volunteer is suspended or banned for two separate instances, it is recommended that the person not be reinstated as an Epiphany volunteer and the corporate office be so notified.
- If a problem occurs with an Epiphany team member during the weekend, the LD will be notified immediately. The LD and SD will discuss the problem with the applicable team member and advise this person of proper conduct/corrective action, and if necessary, report it to the State Committee or Team Selection Committee.
- If a problem arises at an Epiphany reunion, the Epiphany Institution/Facility liaison or Reunion Coordinator should be notified; s/he will discuss the problem with the applicable team member and advise this person of proper conduct/corrective action, and if necessary, report it to the State Committee.

33. If a State Committee or Institution/Facility suspends or bans a volunteer from an Institution/Facility for a period of time, as determined by said Committee or Institution/Facility, other states are strongly encouraged to honor such suspension and not permit that volunteer to participate until such time as the home state reinstates them as a volunteer in good standing. Epiphany Ministry, Inc. is a single unit operating in different locations.

34. Each State Committee will provide a duly elected State Representative to the Board of Directors of Epiphany Ministry, Inc.; a State Representative to the Board does agree to serve according to terms established by the Corporation's By-laws.

35. A State Committee may, at any meeting duly called, remove the State Representative to the Board for cause, by a vote of the majority of the State Committee. A successor Representative may then and there be elected by the Committee to fill the vacancy thus created. Any Representative whose removal has been proposed shall be given an opportunity to be heard at this meeting.

36. It is recommended that the State Committee choose one version of the Bible to be used on all weekends, in all Institutions/Facilities. Based on the reading level of the Stars, the approved versions for use during a weekend are: Today's English Version (TEV), Extreme Faith Contemporary English Version (CEV), and New Revised Standard Version (NRSV), unless the Institution/Facility Liaison/Chaplain requests another version. All scripture references, i.e. page numbers, during the weekend will be from the same version as determined by the State Committee and Institution/Facility Liaison/Chaplain. Giving a Bible with the Apocrypha is permissible.

### *New States*

37. The State Committee shall send a delegation to observe a Board-approved weekend prior to the state's first team formation.

38. The State Committee agrees to pay the travel costs for a minimum of one (1) representative, approved by the Board, in an advising/observing capacity for the first Institution/Facility weekend held in a State. In addition, the State Committee agrees to pay the travel costs of the Epiphany Ministry National Coordinator (EMNC), Board, or Expansion/Mentoring Team member to conduct a training session for the first team during one of their regularly scheduled team meetings.

It is also recommended that EMNC or Board member be invited by a State for the first weekend in subsequent Institutions/Facilities. If feasible, the State would then pay travel costs for the EMNC Board member to attend.

## **Team Training**

39. The Lay Director will present all potential team members to the State Committee or Team Selection Committee (if one is appointed by the State Committee) for approval. Each team member should complete an application. This application would include information as to the training dates and/or position to be held on the weekend.

40. Each State will use the latest revised *Team Manual* as posted on the web site and team members.

41. Team members must abide by rules of the Institution/Facility and comply with instructions from staff members.

42. Team rules adopted by the State Committee are to be distributed and reviewed during a team meeting.

43. For the protection of the ministry, team members are required to:

- Submit a team application. New applications will be required, at a minimum, as frequently as each state's requirements for renewal of volunteer credentials, which include Dept. of Justice background screening.
- Sign either a single form or individual forms that indicate s/he has read and agrees to abide by the state *Team Rules*, *Epiphany Weekend Guide Program Regulations*, and *Selected Epiphany Ministry, Inc. Policies* (found in the *Team Manual*), during Epiphany training, weekends and reunions.
- Be made aware of the Conflict of Interest Policy, and Whistle Blower Policy in the Team Manual and the adopted state Discipline Policy at one of the Team Meetings by the Lay Director prior to a weekend.

**NOTE:** These signed documents and team applications must be secured indefinitely in state Epiphany archives, along with the Weekend Report, team roster and assignments, financial report, and Star Information Forms.

44. A goal of 100% attendance of team members during team formation and training should be stressed by the LD when recruiting team members.

## **Epiphany Ministry Inc.**

### **Employee/Volunteer Protection (Whistleblower Policy)**

If any employee/ volunteer reasonably believes that some policy, practice, or activity of Epiphany Ministry, Inc. is in violation of law, a written complaint must be filed by that employee/volunteer with the Epiphany Ministry National Coordinator (EMNC) Executive Director or the Board Chairperson.

It is the intent of Epiphany Ministry, Inc. to adhere to all laws and regulations that apply to the organization and the underlying purpose of this policy is to support the organization's goal of legal compliance. The support of all employees/volunteers is necessary to achieving compliance with various laws and regulations. An employee/volunteer is protected from retaliation only if the employee/volunteer brings the alleged unlawful activity, policy, or practice to the attention of Epiphany Ministry, Inc. and provides Epiphany Ministry, Inc. with the reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to employees/volunteers that comply with this requirement.

Epiphany Ministry, Inc. will not retaliate against an employee/volunteer who in good faith, has made a protest or raised a complaint against some practice of Epiphany Ministry, Inc., or of another individual or entity with whom Epiphany Ministry, Inc. has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or a clear mandate of public policy.

Epiphany Ministry, Inc. will not retaliate against employees/volunteers who disclose or threaten to disclose to a supervisor and/or a public body, any activity, policy, or violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate of public policy concerning the health, safety, welfare, or protection of the environment.



## **Epiphany Ministry, Inc.**

### **Conflict of Interest Policy**

#### **SECTION 1. PURPOSE:**

Epiphany Ministry, Inc. is a nonprofit, tax-exempt organization. Maintenance of its tax-exempt status is important both for its continued financial stability and for public support. Therefore, the IRS as well as state regulatory and tax officials, view the operations of Epiphany Ministry, Inc. as a public trust, which is subject to scrutiny by and accountable to such governmental authorities as well as to members of the public. Consequently, there exists between Epiphany Ministry, Inc. and its Board, officers, and management employees and the public a fiduciary duty, which carries with it a broad and unbending duty of loyalty and fidelity.

The Board, officers, and management employees have the responsibility of administering the affairs of Epiphany Ministry, Inc. honestly and prudently, and of exercising their best care, skill, and judgment for the sole benefit of Epiphany Ministry, Inc. Those persons shall exercise the utmost good faith in all transactions involved in their duties, and they shall not use their positions with Epiphany Ministry, Inc. or knowledge gained there from for their personal benefit. The interests of the organization must be the first priority in all decisions and actions.

#### **SECTION 2. PERSONS CONCERNED:**

This statement is directed not only to directors and officers, but to all employees who can influence the actions of Epiphany Ministry, Inc. For example, this would include all who make purchasing decisions, all persons who might be described as "management personnel," and anyone who has proprietary information concerning Epiphany Ministry, Inc.

#### **SECTION 3. AREAS IN WHICH CONFLICT MAY ARISE:**

Conflicts of interest may arise in the relations of directors, officers, and management employees with any of the following third parties:

1. Persons and firms supplying goods and services to Epiphany Ministry, Inc.
2. Persons and firms from whom Epiphany Ministry, Inc. leases property and equipment
3. Persons and firms with whom Epiphany Ministry, Inc. is dealing or planning to deal in connection with the gift, purchase or sale of real estate, securities, or other property
4. Competing or affinity organizations
5. Donors and others supporting Epiphany Ministry, Inc.
6. Agencies, organizations and associations which affect the operations of Epiphany Ministry, Inc.
7. Family members, friends, and other employees

#### **SECTION 4. NATURE OF CONFLICTING INTEREST:**

A conflicting interest may be defined as an interest, direct or indirect, with any persons or firms mentioned in Section 3. Such an interest might arise through:

1. Owning stock or holding debt or other proprietary interests in any third party dealing with Epiphany Ministry, Inc.
1. Holding office, serving on the Board, participating in management, or being otherwise employed (or formerly employed) with any third party dealing with Epiphany Ministry, Inc.
3. Receiving remuneration for services with respect to individual transactions involving Epiphany Ministry, Inc.
4. Using Epiphany Ministry, Inc.'s time, personnel, equipment, supplies, or good will for other than Epiphany Ministry, Inc.-approved activities, programs, and purposes.
5. Receiving personal gifts or loans from third parties dealing or competing with Epiphany Ministry, Inc. Receipt of any gift is disapproved except gifts of a value less than \$50, which could not be refused without discourtesy. No personal gift of money should ever be accepted.

#### **SECTION 5. INTERPRETATION OF THIS STATEMENT OF POLICY:**

The areas of conflicting interest listed in Section 3, and the relations in those areas which may give rise to conflict, as listed in Section 4, are not exhaustive. Conflicts might arise in other areas or through other relations. It is assumed that the directors, officers, and management employees will recognize such areas and relation by analogy. The fact that one of the interests described in Section 4 exists does not necessarily mean that a conflict exists, or that the conflict, if it exists, is material enough to be of practical importance, or if material, that upon full disclosure of all relevant facts and circumstances it is necessarily adverse to the interests of Epiphany Ministry, Inc.. However, it is the policy of the Board that the existence of any of the interests described in Section 4 shall be disclosed before any transaction is consummated. It shall be the continuing responsibility of the Board, officers, and management employees to scrutinize their transactions and outside business interests and relationships for potential conflicts and to immediately make such disclosures.

#### **SECTION 6. DISCLOSURE POLICY AND PROCEDURE:**

Transactions with parties with whom a conflicting interest exists may be undertaken only if all of the following are observed:

1. The conflicting interest is fully disclosed;
2. The person with the conflict of interest is excluded from the discussion and approval of such transaction;
3. A competitive bid or comparable valuation exists; and
4. The [Board or a duly constituted committee thereof] has determined that the transaction is in the best interest of the organization.

Disclosure in the organization should be made to the Chairperson of the Board (or if she or he is the one with the conflict, then to the EMNC of the National Office), who shall bring the matter to the attention of the [Board or a duly constituted committee thereof]. Disclosure involving directors should be made to the Board Chair, (or if she or he is the one with the

conflict, then to the Board Vice-Chair) who shall bring these matters to the [Board or a duly constituted committee thereof]. The [Board or a duly constituted committee thereof] shall determine whether a conflict exists and in the case of an existing conflict, whether the contemplated transaction may be authorized as just, fair, and reasonable to Epiphany Ministry, Inc.. The decision of the Board [or a duly constituted committee thereof] on these matters will rest in their sole discretion, and their concern must be the welfare of Epiphany Ministry, Inc. and the advancement of its purpose.

## TEAM FORMATION

One of the most important considerations for the Lay Director is team recruitment and assignments. Here are a few guidelines that are essential to follow:

1. All team members must regularly worship at a Christian church of their choice and it is recommended that they have completed an approved three day weekend.
2. Epiphany is an *ecumenical* Christian ministry. Every effort must be made to have an ecumenical team.
3. At least one-third of the team should be new to Epiphany.
4. At least one-third of the team should be experienced Epiphany team members.
5. Every team member must be spiritually mature and have unquestionable values. Remember, we are dealing with impressionable young people. The team must be role models.
6. Commitment is essential. If team members (including clergy) cannot attend the entire weekend, they should not be asked to serve on the team. Any exceptions must be preapproved by the Lay Director and Advising Lay Director.
7. Team meetings are essential. If team members cannot attend *at least* half the team meetings, they should not be on the team.
8. When team members are initially asked to serve, ask them to serve on the team rather than serve in a particular capacity. Christ calls us to community first and then to a specific task within that community.
9. All assignments and tables should have at least one experienced team member.
10. Talks and meditations should be given to experienced team members. New Team members should be given talks that have a scripted material.
11. No one under the age of 18 may serve on an Epiphany team except in the kitchen and they may come into the facility for closing providing Institution/Facility approval is given. Team members between the ages of 18 and 21 may serve in any capacity on the team except serving as a Spiritual Director, Table Leader or

Assistant Table Leader. Team members between the ages of 18 and 21 may give talks, meditations and perform in the skits.

12. Table *families* are to be composed of one member of the clergy, one lay table leader and one lay assistant table leader. At least one of the team members at the table should be of the opposite sex from the Stars. It is also important that the team member who is of the opposite sex be significantly older and more mature than the Stars on his or her table.

## **Securing Clergy**

Clergy are a vital part of every team. Even though no team member has a greater status than another, their training in biblical studies and interpersonal relations is invaluable. Their commitment to full-time Christian service is a model to others.

To serve as a Spiritual Director of a weekend, the prospective team member should be an ordained member of their faith or denomination, have formalized theological training and strong pastoral/counseling skills.

To serve as an Assistant Spiritual Director, it is recommended that the prospective team member have formalized theological training and/or strong pastoral/counseling skills. Some options are: theological /seminary training; ordination during or at the end of such training; ordination without academic training; licensing through a particular denomination or Institution.

Recruiting of Spiritual Directors and Assistant Spiritual Directors should begin immediately after a Lay Director has been selected. Once the Lay Director has selected the Spiritual Director, and the person has been approved by the State Committee, the continuing work of recruiting is best a collaborative work of the Lay Director and the Spiritual Director. Clergy have personal relationships with other clergy and are usually more able to assess and recruit than most Lay Directors. Contacting potential Assistant Spiritual Directors early cannot be overly stressed. Obviously weekends are their busiest time and getting people in place to handle duties requires planning and time. Because Epiphany is an ecumenical ministry, great effort needs to be made to have a cross-section of denominations represented in the Spiritual Directors. In denominations that have Bishops (Roman Catholic, Lutheran, Episcopalian, United Methodist), a letter following the weekend by the Lay Director or the Spiritual Director to the Bishop telling of the clergy person's involvement will strengthen the ministry.

Responsibilities on a weekend include leading in worship, being a member of a table family, counseling, and being a resource person generally. Serving at a table bears special mention, because it shows laity and clergy working together, provides a model for a vocation, and can often answer potentially difficult theological questions. That does not mean that the Spiritual Director is the dominant person at the table or the answer person.

Care in recruiting Spiritual Directors and Assistant Spiritual Directors who understand team work is essential. Having a Spiritual Director as part of the table family also gives the Star personal contact with a person to provide spiritual counseling and is more likely to result in the star's request for counseling.

Teams are mixed male-female. Clergy are as well. However, if possible, on a boy's weekend, the majority of clergy should be male and on a girls' weekend, the majority female. It is preferable that the Spiritual Director be the same sex as the stars.

Finding enough clergy to fill a team is often a difficult task. Despite the difficulty, clergy should not have "special privileges" such as not attending the entire weekend or not having to attend the team meetings. The Lay Director and Spiritual Director should keep calling until he or she finds a committed group of clergy.

## Epiphany Ministry Team Application

Mr./Mrs./Ms./Rev. \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-mail address: \_\_\_\_\_ Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_  
Text? \_\_\_\_\_

(Please circle the number at which you prefer to be called, or indicate if you prefer to receive text messages.)

For purposes of reviewing team diversity please indicate: Race \_\_\_\_\_ Sex \_\_\_\_\_

Parish/Church \_\_\_\_\_ Denomination \_\_\_\_\_

**3 Day Weekend attended (it is recommended that team members have attended their own 3 day weekend such as Walk to Emmaus, Cursillo, etc.; however, it is not mandatory.)**

Name of 3 Day Weekend \_\_\_\_\_ # \_\_\_\_\_ Date \_\_\_\_\_

Location \_\_\_\_\_ State \_\_\_\_\_

Date and Location of Orientation (if applicable) \_\_\_\_\_

**Team experience (mark all that apply): S = Street Weekend E = Epiphany  
K = Kairos**

Speaker ( ) Kitchen ( ) Music ( ) Coordinator/Set Up ( ) Agape /  
Palanca ( ) Prayer Chapel ( ) Recreation ( ) Rector/Lay Director ( )  
Asst. Lay Director ( ) Table Leader/Asst. Table Leader ( ) Table Servant/Cha Cha ( )  
Spiritual Director/Asst. Spiritual Director ( ) Other (specify) \_\_\_\_\_

**Willing to Serve (check one):**

Inside OR outside youth facility ( ) Outside youth facility only ( ) Inside youth facility only ( )

I agree to attend the team meetings and carry out the responsibilities of an Epiphany Team Member as they have been explained to me. I agree to attend Epiphany follow-up meetings with the Stars after the weekend. I am actively involved in my local church. I believe the following profession of faith.

**I believe in God, the Father almighty, creator of heaven and earth.**

**I believe in Jesus Christ his only Son, our Lord. He was conceived by the power of the Holy Spirit, and born of the Virgin Mary. He suffered under Pontius Pilate,**

was crucified, died and was buried. He descended into hell. On the third day he rose again. He ascended into heaven and is seated at the right hand of the Father. He will come again to judge the living and the dead.

I believe in the Holy Spirit, the church as the Body of Christ in the world today, the communion of saints, the forgiveness of sins, and the resurrection of the body and the life everlasting. Signature \_\_\_\_\_

\*\*\*\*\*

As a volunteer with the \_\_\_\_\_(State) Social Service Agency \_\_\_\_\_ (i.e Department of Juvenile Justice, Social Service Agency or appropriate term), I will not knowingly solicit, receive, disclose, authorize nor make use of any records and/or information concerning any youth for which the Department provides care and services. Furthermore, I do hereby agree to abide by any and all facility rules and regulations as outlined during my orientation session, and any others that may be required.

Having carefully considered the opportunities and responsibilities involved, I hereby offer my services as a volunteer in the Epiphany Ministry through the \_\_\_\_\_(State) \_\_\_\_\_(i.e Department of Juvenile Justice or appropriate term).

I also authorize any City, County, State or Federal Agency, Department or Bureau to release any information in their files under my name.

\*\*\*\*\*

The answer to this question will be used only as necessary to clear applicant through the Institution/Facility: Have you ever been arrested, convicted of a felony & placed on probation or parole? \_\_\_\_\_ If yes, please give date(s) and explain:

\_\_\_\_\_  
\_\_\_\_\_

**The information I have provided on this application is accurate. My signature applies to all sections of the application.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**This information is provided for those who have interest in serving on a team:**

To be eligible for a team, the applicant must:

- Be cleared by the State's Bureau of Investigation;
- Be approved by State's \_\_\_\_\_ (i.e Department of Juvenile Justice or appropriate term);
- Be actively involved in his/her local church, and living a Christian lifestyle
- Be approved by the State Committee and the Lay Director

[NOTE: None of these may be waived except by the Lay Director of the Weekend and one clergy person from the State Committee.]

The Weekend dates for \_\_\_\_\_(weekend name/ #) are\_\_\_\_\_. The Training dates for the Weekend are:

\_\_\_\_\_



**PASTOR TO COMPLETE:**

Church \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Phone Number \_\_\_\_\_

The applicant is known to me and to the best of my knowledge leads an active Christian lifestyle and is a faithful member of the church/parish.

Pastor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

# **Team Roster**

\_\_\_\_\_ EPIPHANY #\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

## **INSTITUTION/FACILITY REPRESENTATIVES:**

- 1.
- 2.
- 3.

## **LAY DIRECTOR (LD):**

## **ASSISTANT LAY DIRECTORS: (Committees, Conference Room)**

- 1.
- 2.

## **ADVISING LD:**

## **STATE COMMITTEE REPRESENTATIVE:**

(May serve in another capacity)

## **SPIRITUAL DIRECTOR:**

(Should also be on a table so he or she is fully utilized)

## **ASSISTANT SPIRITUAL DIRECTORS:**

1. ASD:
2. ASD:
3. ASD:
4. ASD:

## **WEEKEND COORDINATOR:**

## **ASSISTANT COORDINATOR(S):**

- 1.
- 2.(RUNNER)
- 3.

## **MUSIC COORDINATOR:**

## **MUSIC ASSISTANT(S):**

(May also be at a table)

- 1.
- 2.

## **AGAPE COORDINATOR:**

**AGAPE ASSISTANTS:**

- 1.
- 2.

**RECREATION DIRECTOR/TEAM BUILDER:**

**TABLE SERVANT COORDINATOR:**

**TABLE SERVANTS:**

- 1.
- 2.
- 3.
- 4.
- 5.

**FOOD SERVICE COORDINATOR:**

**FOOD SERVICE ASSISTANTS:**

- 1.
- 2.
- 3.
- 4.
- 5.

**PRAYER CHAPEL COORDINATOR:**

**PRAYER CHAPEL ASSISTANTS:**

- 1.
- 2.

**TABLE FAMILY ASSIGNMENTS:**

<b>TABLE LEADERS</b>	<b>ASST TABLE LEADERS</b>	<b>SPIRITUAL DIRECTOR</b>
1.		
2.		
3.		
4.		
5.		

## **TALK ASSIGNMENTS:**

### **TALKS**

### **SPEAKER**

### **BACK-UP**

1. GOALS
2. MY WORLD
3. YOU ARE NOT ALONE
4. DISCOVERY
5. A CHRISTIAN
6. PRAYER
7. LOVE
8. YOU CAN DO IT
9. LAST TALK/FOURTH DAY (two parts)

## **MEDITATION ASSIGNMENTS:**

### **LIFE OF CHRIST**

1. Luke 2: 8-16  
CHRIST IS BORN - Shepherd
2. John 11: 1-3, 17-27 and 38-44
3. Matthew 26: 23-29  
CHRIST LIVED - Peter (2 parts)
4. Luke 23: 26-43  
CHRIST DIED - John
5. Matthew 28: 1-10  
CHRIST AROSE - Mary Magdalene
6. LIFE OF CHRIST WRAP-UP - -CLERGY

### **PRODIGAL CHILD**

1. NARRATOR
2. FORGIVING FATHER
3. PRODIGAL CHILD
4. JEALOUS SIBLING
5. PARTY PEOPLE
6. FARMER
7. PIGS
8. SERVANTS/CELEBRANTS
9. FATTED CALF
10. MEDITATION ON THE PRODIGAL CHILD

### **UNFORGIVING SERVANT**

1. RULER
2. 1ST SERVANT

3. 2ND SERVANT
4. ASST TO RULER
5. 3RD SERVANT
6. THREE PART FORGIVENESS SERIES (LAY PERSON)
7. INTRODUCTION OF FORGIVENESS LISTS (CLERGY)
8. WRAP UP OF FORGIVENESS LISTS (CLERGY)
9. CELEBRATION SERVICE

### **JESUS LOVES ME SKIT**

DIFFERENT KINDS OF LOVE

WITNESS TO GOD'S LOVE

### **GOOD SAMARITAN**

1. JESUS
2. TEACHER OF THE LAW
3. MAN ON THE ROAD
4. TWO ROBBERS
5. PRIEST
6. LEVITE
7. GOOD SAMARITAN
8. INNKEEPER
9. MEDITATION ON DISCIPLESHIP

### **OTHER**

1. EPIPHANY STORY
2. FRUIT OF THE SPIRIT
3. EXAMINATION OF CONSCIENCE
4. BIRTHDAY PARTY
5. FAMILY PRAYER TIME
6. PRAYER OF COMMITMENT TO CHRIST
7. INTRODUCTION OF PERSONAL AGAPE
8. WEEKEND GUIDE PROGRAM/FOLLOW-UP
9. CROSS CEREMONY

## WEEKEND GUIDE ASSIGNMENTS:

WEEKEND GUIDE	STAR
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# TEAM RULES AND AGREEMENTS

## Sample Epiphany Team Rules

**NOTE:** Each State and possibly each Institution/Facility will have different team rules. Some states operate under the Department of Juvenile Justice, others under the adult corrections system. It is essential that each State holding Epiphany weekends provide rules to team members. Use these rules as an example to develop the rules for your Institution/Facility. Team members need to clearly understand what they can and cannot do. Members of the Institution/Facility staff should assist and/or advise volunteers in the preparation of Team Rules.

1. Follow the rules and instructions of the Institution/Facility at all times. If you are in doubt, ask.
2. Each State will create a fixed policy for dealing with infractions of Epiphany Ministry, Inc. and/or any Institution/Facility rules.
3. Team members may smoke per the Institution/Facility rules.
4. It is recommended that Stars not have caffeine or sugar, but ALL food and beverages must conform to Institution/Facility rules. All substances that the Stars are not allowed to have (e.g., gum, caffeine, coffee, sugar, etc.) must be consumed and stored out of the sight of the Stars. Team members are encouraged to not ask for or consume things the Stars are not permitted to have while inside an institution/facility.
5. No food may be taken away from the community room by a Star.
6. Bring only necessities into the Institution/Facility. Keep ALL personal items in the designated lock-up area, out of the Stars' sight. Do not bring weapons of any kinds into the facility, including knives.
7. Agape must conform to Institution/Facility rules.
8. Dress appropriately. No shorts, tight fitting or revealing clothes, caps, hats, scarves, bandanas, sunglasses, large earrings or T-shirts with inappropriate messages may be worn. Please limit jewelry to what you can afford to lose.
9. Use good judgment when you touch Stars. Avoid any physical contact that might be suggestive, such as kissing, shoulder-rubbing, etc. Be sensitive to the fact that many Stars are victims of sexual abuse and may interpret innocent physical contact as sexual in nature.
10. **NEVER** give a Star your home address or telephone number. If allowed by the Institution/Facility, team members may write a Star at the Star's address. However, *never* give a Star your home address (even if it is a PO Box). Always use your first name and last initial and the Epiphany PO Box address as your return address. Stars should address any letters to you as follows. Letters will be forwarded to you as soon as possible.
  - i. Your Name (Sally M.)
  - ii. Epiphany Ministry, Inc.

iii. P. O. Box #

iv. Town, City, Zip Code

11. Never go anywhere alone or accompanied only by a Star or Stars (unless you are a Spiritual Director giving spiritual direction and then a line of sight must be maintained with another team member and/or Institution/Facility staff member). When walking to and from the chapel/recreation stay together in table families. Spiritual Directors: before you begin spiritual counseling, let the Institution/Facility representative and designated Assistant Lay Director know where you are going.
12. Personal pagers, cell phones, cameras, tape recorders, etc., are prohibited during an Epiphany weekend. Any item needed for the Epiphany program must be approved in advance by the institution/facility.
13. People who are not on the team may only visit the weekend at the closing.
14. Please park only in designated areas authorized by the Institution/Facility. Remember to lock your car at all times.
15. Never give a Star any gift, money or stamps. Never buy anything from a Star or accept anything from a Star.
16. NEVER disclose the identity of a Star or any information about a Star, the Star's family, or the Star's case to anyone outside the team. Never betray the confidence of a Star; but, if a Star tells you about past or present abuse, threatens to harm self or others, or threatens escape, **YOU MUST NOTIFY** the Institution/Facility representative.  
**KEEP EVERYTHING ELSE CONFIDENTIAL!**
17. Do not promote your own church or denomination. If a Star asks you about a belief particular to your denomination, make sure that the Star understands that these are **YOUR** beliefs, not those of all Christians. Remind the Star that Spiritual Directors from various denominations are available to answer questions.
18. Never take a message from a Star to anyone outside the Institution/Facility.
19. The drinking of alcoholic beverages is strictly prohibited during all Epiphany functions. Alcohol should not be consumed prior to or during any Epiphany function, including team meetings.
20. Do not ask why a Star is in the facility or how much time the Star must serve.
21. You may not visit a Star except during Star Reunions. Policies for team members participating in other programs at any Institution/Facility, per the State Committee, will be presented and discussed during team formation and training.
22. Juvenile offenders sometimes try to escape in spite of razor wire and other constraints. Stay alert and watch for wandering Stars. Keep your table family together, especially outside. If a Star tries to escape or leave the group, do not chase the Star. Instead, immediately notify the Institution/Facility representative or staff member.
23. If a fight breaks out, clear the other Stars away and call for help. Institution/Facility staff will be nearby. Be aware of signs of tension that may lead to arguments. Ask for help if a situation gets out of hand.



24. Team members should never force any Star to do an activity that they are uncomfortable with. If there is a problem, see the Spiritual Director or Institution/Facility chaplain.
25. IF YOU HAVE ANY DOUBTS, FEARS, CONCERNS OR QUESTIONS, EITHER BEFORE OR DURING THE WEEKEND, PLEASE CALL ON THE LAY DIRECTOR AND/OR ASSISTANTS!

**REMEMBER: NOT FOLLOWING THESE RULES MAY ENDANGER THE HEALTH AND/OR SAFETY OF THE STARS, OTHER TEAM MEMBERS OR YOURSELF AND MAY JEOPARDIZE THE FUTURE OF EPIPHANY MINISTRY. FOLLOW THE RULES, PLEASE!**

## Team Agreement Form

**Epiphany Weekend #\_\_\_\_\_ at \_\_\_\_\_ Institution \_\_\_\_\_(date)**

I have submitted a Team Application.

I have read the following rules and regulations and agree to comply with them during this Epiphany Weekend:

1. *State Team Rules* dated \_\_\_\_\_ (attach copy of State Team Rules)
2. *Selected Epiphany Ministry Inc. Policies and Procedures*, dated \_\_\_\_\_ (attach copy)
3. *Epiphany Weekend Guide Program Regulations*, dated \_\_\_\_\_ (attach copy)

	Printed Name	Signature	Date
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## Selected Epiphany Ministry Policies & Procedures

1. Team members are required, for the protection of themselves and the ministry, to:
  - Submit a *Team Application*. New Epiphany team applications will be required, at minimum, as frequently as each state's requirement for renewal of volunteer credentials, which include Department of Justice background screening.
  - Sign a form that indicates that s/he has read and agrees to abide by the *Team Rules, Selected Epiphany Ministry, Inc. Policies and Procedures*,<sup>7</sup> and *Epiphany Weekend Guide Program Regulations*.
  - Be made aware of the *Conflict of Interest Policy* and *Whistle Blower Policy* in the Team Manual at one of the Team Meetings by the Lay Director, prior to a weekend.
2. Epiphany has a policy of non-discrimination. It is the policy of Epiphany Ministry, Inc. not to discriminate on the basis of race, creed, ancestry, marital status, gender, sexual orientation, age, physical disability, political affiliation, color, religion or national origin. We do not judge those to whom we minister; rather our effort is to show Christ's love.
3. The use of music during Epiphany gatherings must conform to the contact with CCLI (Church Copyright License).
4. Epiphany team members may participate in other programs at an Institution/Facility, but under the following conditions:
  - The program must be approved by the Institution/Facility and not be associated with the Epiphany name, unless it is an Epiphany sponsored event (e.g. reunion)
  - The program must be open to all incarcerated youth at the Institution/Facility (e.g. not limited to Epiphany Stars);
  - The program will not be utilized to make contact with any Epiphany Stars outside of an Epiphany sponsored event; and
  - The individual is NOT representing Epiphany as a volunteer and Epiphany Ministry has NO control or liability to the situation or program.
5. No data base is to be kept of Star names or other information regarding Stars, by either the State Committee or corporate office. This does not apply to juveniles sentenced as adults to an adult facility, as their records are in the public domain. Only first names and last initials should be used by both Stars and Team members unless for the purpose of sending mail.
6. Closing recommendations:

Note: There may be rules at a particular Institution/Facility that will need to be observed regarding attendance at closing that will supersede the items listed below. Individuals who wish to attend a closing should be listed on a sign-up sheet.

- Stars who have completed a weekend, and have been released from the Institution/Facility may attend a closing.
  - Stars who have completed a weekend and are still on campus may attend closing.
  - The Institution/Facility personnel may attend a closing.
  - The kitchen team members may attend closing.
  - Due to the potential divisiveness of conducting Eucharist/Communion, in any form or intention thereof, this sacrament will not be held during team formation, training, and the weekend or reunion meetings. Only events listed in the Epiphany Ministry, Inc. Program ~~Team~~ Manual agendas for team meetings and weekend schedules are allowed-no exceptions.
7. Team members should be present during the entire weekend. Exceptions must be pre-approved by the Lay Director and Advising Lay Director.
  8. No baptisms will be conducted during a weekend. This is a function of the Institution/Facility and Chaplain, separate from any Epiphany weekends and/or reunions.
  9. The LD/ State Committee Representative shall send a weekend report, Team Applications, team assignment roster, team list with addresses and phone numbers that include area code, a financial report, copies of team evaluations, Star Information forms, and signature form(s) indicating all team members agree to abide by the *Team Rules*, *Epiphany Weekend Guide Program Regulations*, and *Selected Epiphany Ministry Inc. Policies & Procedures* to the State Committee within one month of the weekend. These documents should be archived indefinitely.
  10. A copy of the team roster/listing, with names, addresses, etc., should be sent to the person forwarding the mail immediately following a weekend.
  11. The Spiritual Director of a weekend should be an ordained member of their faith or denomination, have formalized theological training and strong pastoral/counseling skills. It is recommended that the Assistant Spiritual Directors of a weekend have formalized theological training and/or strong pastoral/counseling skills. Some options are: Theological / seminary training; ordination during or at the end of such training; ordination without academic training; licensing through a particular denomination or Institution.
  12. To be eligible to serve on an Epiphany weekend inside an Institution/Facility, it is recommended that an individual have completed a 3-day weekend of their choice, i.e. Cursillo, Walk to Emmaus, Kairos, Chrysalis, Happening, Cross, etc.
  13. It is recommended that a team member serve no more than two consecutive weekends in a conference room capacity and/or no more than three consecutive weekends in a capacity outside the conference room. While a volunteer may indeed serve on as many consecutive weekends as they chose, they should serve in different areas to assure an adequate pool of potential team members; to assure other qualified individuals are not prevented from serving; and to assure the continuing needs of the

youth whom we serve are met to the best of our abilities. Clergy shall be exempt from this limitation. Persons serving as State Committee Representative or Advising Lay Director will not have that service counted against their continuing service status.

14. If a problem occurs with an Epiphany team member during the weekend, the LD will be notified immediately. The LD and SD will discuss the problem with the applicable team member and advise this person of proper conduct/corrective action, and if necessary, report it to the State Committee or Team Selection Committee.
15. If a problem arises at an Epiphany reunion, the Epiphany Institution/Facility liaison or Reunion Coordinator should be notified, who will discuss the problem with the applicable team member and advise this person of proper conduct/corrective action, and if necessary, report it to the State Committee.
16. Each State will use the latest revised Team Manual as posted on the Epiphany Ministry Inc. web site for all Lay Directors, Spiritual Directors and team members.
17. Team members must abide by rules of the Institution/Facility and comply with instructions from staff members.
18. Team rules adopted by the State Committee are to be distributed and reviewed during a team meeting.
19. A goal of 100% attendance of team members during team formation, training, and the weekend should be stressed by the LD when recruiting team members.

## **Epiphany Weekend Guide Program Regulations**

**WHAT IS THE GOAL OF THE WEEKEND GUIDE?** The principal goal of a Weekend Guide is to help the Star to understand that Jesus loves them. This goal is accomplished through prayer, unconditional love, example and encouraging the Star in words and actions.

**WHAT IS A WEEKEND GUIDE?** A Weekend Guide is a volunteer member of the team who agrees to serve as a Weekend Guide to a Star, in addition to her/his other team duties. The Weekend Guide has two principal duties. The first and most important duty is to pray for that young person before, during, and after the weekend. The second duty is to help the young person to follow Christ.

**WHAT DOES A WEEKEND GUIDE DO DURING THE WEEKEND?** During the weekend there are several opportunities to share one on one with the stars, while in groups of four to six. It is the Weekend Guide's job to share openly and honestly with the Star about her/his faith journey and to encourage the Star to do the same. The Weekend Guide also prays for and with the Star. The Weekend Guide gives the Star a Bible and shares favorite Bible verses, works on two worksheets with the Star, and assists the Star with her/his forgiveness list. The Weekend Guide greets the Star each day. The Weekend Guide should encourage the young person to find a church home.

The role of the Weekend Guide is not to be an earthly sponsor. The role of the Weekend Guide is to be a spiritual cheerleader and friend. Show the Star that someone cares and that s/he is not alone because God loves her/him and so do you. LISTEN, LISTEN, LOVE, LOVE! Pray for your Star every day!

**WHAT DOES A WEEKEND GUIDE DO AFTER THE WEEKEND?** The main role of the Weekend Guide is during the weekend. However, it makes a big difference if you stay in touch with your Star after the weekend. Attending the Star Reunions is a great way to stay in touch. Another way to stay in touch is through correspondence. Any letters to the Stars should include the first and last name of the Star and the number and place of the weekend the Star attended.

**The Star should send letters to the Weekend Guide (or any team member) only via Epiphany's post office box and NEVER to a home address (even if it is a PO Box).** Once the Star is released, the Weekend Guide or team member may send any letters written to the young person to the Star's home address. It is recommended by Epiphany Ministry, Inc., that even after a Star is released, all letters to team members from the Star should be addressed to the **STATE** Epiphany P.O. Box.

**NOTE:** The following are in effect while the Star is incarcerated in a juvenile Institution/Facility. Once a Star is released from the Institution/Facility and is cleared by State Rules and Regulations or is transferred to an adult Institution/Facility, s/he is no longer under the rules of Epiphany Ministry, Inc.

**DO**

1. Get to know your Star.
2. Pray for your Star.
3. Encourage him or her to attend Church every Sunday.
4. Share what the Lord means to you.
5. Share the Bible together.
6. Challenge your Star and keep her/him accountable.
7. Write your Star, if possible.
8. Attend the Star Reunions, if possible at least 4-6 times.
9. Maintain Star's address. If your Star is moving, make sure you find out his/her new address and notify the person responsible for forwarding Epiphany's mail. Make sure you explain this to your Star.

**LISTEN, LISTEN, LOVE, LOVE!**

**DON'T**

**If your Star ever requests you do any of the following things, please explain that it is against the rules. Never do any of the following:**

1. Give money or any gift or buy anything from the Star or accept any gifts.
2. Give a Star your phone number or tell the Star where you live, or give a Star your address.
3. Give the Star a ride in your car or ride in a car with your Star.
4. Visit the Star's home or allow the Star to visit your home.
5. Withhold any information the Star tells you about abuse, escape or harm to self or others from the proper authorities.
6. Disclose any information about the Star, her/his family or her/his case to anyone unless the Star tells you about abuse, escape or threatens to harm her/himself or others. **KEEP EVERYTHING CONFIDENTIAL!**



7. Smoke, drink or take any prescription/nonprescription drug around a Star.
8. Arrange a meeting in private with a Star without other people around.
5. Carry or give any messages to or from the Star.
6. Push the Star to join your church.

**IF YOU HAVE ANY DOUBTS OR QUESTIONS, PLEASE ASK!**

## **Epiphany Team Member Commitment Statement**

I believe in God, the Father almighty, creator of heaven and earth.

I believe in Jesus Christ his only Son, our Lord. He was conceived by the power of the Holy Spirit and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died, and was buried. He descended into hell. On the third day he rose again. He ascended into heaven and is seated at the right hand of the Father. He will come again to judge the living and the dead.

I believe in the Holy Spirit, the church as the Body of Christ in the world today, the communion of saints, the forgiveness of sins, the resurrection of the body and the life everlasting.

So, why am I here, Lord?

I am here to praise God and to do God's holy work here on earth.

I am here to imitate Jesus Christ and to be a window to the Stars at this Epiphany weekend.

I am here to pray and make sacrifices for the entire team and Stars.

I am here to help establish a Christian community by bringing Jesus Christ into the Institution/Facility these three days and by accepting the gift of the Holy Spirit.

I am here to know the intent of the talks and to help the speaker accomplish it by guiding and directing discussion at the table.

I am here to display Christian discipleship - love of my fellow human beings, acceptance of other persons as individuals by leadership (non-domination), and showing my concern for others.

I am here to demonstrate true leadership - not for glory seeking, but in loving concern; to be a guide, not a counselor; to be a good listener; and to be tolerant.

I am here to listen and to love.

I am here so that when these three days are over, the Stars will be able to say of the team member, "I came looking for Christ and found Christ at my table and in the eyes of the whole team."

I am here to ask humbly that God's will be done - NOT MINE.

I am here, Christ, to submit my heart and soul to you so that our love will bloom and grow.

In all things I will ask - "WHAT WOULD JESUS DO?"

**Epiphany Ministry Inc.**  
**Emergency Medical Records Information**

Name\_\_\_\_\_ Address\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip Code\_\_\_\_\_ Home Phone\_\_\_\_\_

DOB\_\_\_\_\_ Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

Primary Physician\_\_\_\_\_ Physicians Phone\_\_\_\_\_

Address\_\_\_\_\_ City\_\_\_\_\_ State\_\_\_\_ Your Insurance Co\_\_\_\_\_

Member ID #\_\_\_\_\_ Group #\_\_\_\_\_

Allergies\_\_\_\_\_

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Medical Conditions\_\_\_\_\_

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Medications Taken\_\_\_\_\_

Do you have a Medical POA (Power of Attorney) Yes\_\_\_ No\_\_\_

Do you have a DNR (Do not resuscitate order) Yes\_\_\_ No\_\_\_ . Who has

it? \_\_\_\_\_ Phone\_\_\_\_\_ Cell \_\_\_\_\_

I understand that this form will be used only in the case of my Medical Emergency. This form will be sealed in an envelope by me with my name on it, and placed in the care of the Epiphany Weekend Coordinator. It is to be given to Emergency Medical Staff in the case of my Medical Emergency. At the end of the Epiphany Weekend it will be returned to me if not used.

Signed\_\_\_\_\_ Date\_\_\_\_\_

# TEAM MEETINGS

(Institution/Facility) EPIPHANY # \_\_\_\_\_

## Team Meeting #1

\_\_\_\_\_ (date) \_\_\_\_\_ (location) \_\_\_\_\_

**NOTE:** PLEASE START ALL TEAM MEETINGS ON TIME!

9:00 - 9:20            WORSHIP SERVICE - Spiritual Director  
                         MUSIC - Music Director  
9:20 - 9:35            BREAK - Assistant Lay Director  
                         MUSIC - Music Director  
9:35 - 10:00          SCRIPTURE SHARING - Lay Director

**NOTE:** Lay Director and Spiritual Director select one or two scripture readings to be used during team meetings. After a team member reads the selected scripture verse, ask the team to silently reflect on what the verse(s) are saying to them. Then ask the team to divide into groups of three or four people and share with the group what these verses mean to each individual. After giving enough time for the groups to share, ask team members to share the insights their group shared to the entire group.

10:00 - 10:05          WELCOME - Lay Director

I want to welcome you to the team meeting for (Weekend name). I am (Your Name) and I am your Lay Director. You may be asking yourself right now, why am I here? Obviously, we are all here as God's instruments. We are here to show the love of Christ to the young men or women who will be attending the three day short course called Epiphany.

The first Epiphany was held at a girls' facility near Birmingham, AL in 1991. Since then, many Epiphany weekends have been held and the one thing we do know is God is using Epiphany to change lives and I personally thank you for saying yes to His call to bring the love of Christ to His children at (campus name) facility. (Add personal words of thanks, welcome, etc.)

10:05 - 10:50          INTRODUCTIONS - Assistant Lay Director

**NOTE:** Each team member introduces himself or herself to the group. Introductions should be no longer than one minute. The questions to be answered are below. You may put these questions on a poster.

- Name
- Where you worship
- Weekend attended
- Something unusual about yourself, Bible character you are most like, etc.

10:50 - 11:05            BREAK - Assistant Lay Director  
                              MUSIC - Music Director

11:05 - 11:25            TEAM BUILDER/MIXER - Recreation Director  
**NOTE:** Recreation Director leads team in Name Modifier game. The Recreation Director should also explain when these games are done during the weekend. Recreation Director should stress after the activities are over how important everyone's participation in recreation is on the weekend.

11:25 - 11:50            ANNOUNCEMENTS - Lay Director

- Team expectations/Terminology such as "Stars" and "Star Guide"/ Team applications / Program Outline - Lay Director - 7 minutes
- Prayer Vigil and other needs - Prayer Chapel Coordinator - 5 minutes
- Weekend Needs\Housing\Name Tags\Closing list - Weekend Coordinator - 5 minutes
- Solicit general and personal agape - Agape Coordinator - 5 minutes
- Other Needs/Questions - Assistant Lay Director - 3 minute

11:50 – 12:00            RULES – Lay Director *Team Rules*, including Institution/Facility Rules

12:00 - 12:15            LIFE OF CHRIST  
**NOTE:** One member from the team demonstrates one section of the Life of Christ series. Following the demonstration, the Lay Director should give a short explanation of the Life of Christ series.

12:15 - 12:45            LUNCH  
**NOTE:** A covered dish luncheon works great or someone from the Christian community may want to provide lunch. The Food Service Coordinator is responsible for getting someone to provide lunch.

12:45 - 1:05             ASSIGNMENTS - Lay Director  
**NOTE:** Distribute Team Manuals and address lists, team assignments and talk and other program assignments. Correct any mistakes with the team addresses, etc., have brief question and answer period. Go over Guidelines for Talks handout and stress the importance of each talk strictly following outline and not exceeding time allowed. All talks, meditations and skits must be critiqued prior to weekend.

1:05 - 1:20              COMMITTEE MEETINGS - Assistant Lay Director  
**NOTE:** The leaders of each assignment or committee will meet with group, go over assignment checklists and answer any questions.

1:20 - 2:00              TALK CRITIQUES - Assistant Lay Director

**NOTE:** Three of the talks or two of the talks and the lay forgiveness series should be critiqued at this time. Talk outlines and Guidelines for Talks handouts should be sent beforehand to all team members assigned a talk. The critique procedure is the speaker is prayed up and sung in just like the weekend. Then he/she gives the talk, leaves the room and each one who is critiquing the talk fills out a Talk critique. This is not a cheerleader session. Honest evaluations are essential. Once the forms are filled out then the group discusses the critiques. A summary of recommendations should be prepared. Once everyone has had a chance to critique the talk and the summary is prepared, the speaker returns to the room and everyone honestly reviews the summary with them. The critique forms should be given to the speaker. Once he/she has had a chance to review them, he/she should give them to the Lay Director.

2:00 - 2:10                      PRAYER PARTNERS/GROUPS - Assistant Lay Director

**NOTE:** Distribute prayer partner/groups list. Ask team members to get together with their prayer partner and share any concerns they have about serving on this Epiphany. Please take about 10 minutes and then pray together for each other's concerns.

2:10 - 2:40                      MEDITATION CRITIQUES

**NOTE:** Four of the meditations should be critiqued at this time. The meditations should be sent beforehand to all team members assigned a meditation. The critique procedure is the speaker gives the meditation just like he or she will during the weekend. Then he or she leaves the room and each one who is critiquing the meditation fills out a critique. This is not a cheerleader session. Honest evaluations are essential. Once the forms are filled out then the group discusses the critiques. A summary of recommendations should be prepared. Once everyone has had a chance to critique the meditation and the summary is prepared, the speaker returns to the room and everyone honestly reviews the summary with them. The critique forms should be given to the speaker. Once he or she has had a chance to review them, he or she should give them to the Lay Director.

2:40 - 3:00                      PRAYER REQUESTS - Assistant Spiritual Director  
CLOSING PRAYER - Assistant Spiritual Director  
CLOSING SONG - Music Director

**NOTE: IT IS ESSENTIAL TO CLOSE ON TIME**

(Institution/Facility) EPIPHANY #           

## Team Meeting #2

\_\_\_\_\_ (date) \_\_\_\_\_ (location)

9:00 - 9:10 MUSIC - Music Director

9:10 - 9:15 PRAYER - Assistant Spiritual Director

9:15 - 9:40                  SCRIPTURE SHARING - Assistant Lay Director

**NOTE:** After a team member reads the selected scripture verse, ask the team to silently reflect on what the verse(s) are saying to them. Then ask the team to divide into groups of three or four people and share with the group what these verses mean to each individual. After giving enough time for the groups to share, ask team members to share the insights their group shared to the entire group.

9:40 - 9:55                      BREAK - Assistant Lay Director

MUSIC - Music Director

9:55 - 10:00 WELCOME - Lay Director

- Welcome team
- Discuss any changes in team or assignments

10:00 - 10:20 INTRODUCTIONS - Assistant Lay Director

For those here last meeting:

- Name
- Where you worship

For those not here last meeting:

- Name
- Where you worship
- Weekend attended
- Why you feel Christ asked you to be on this team
- Something unusual about yourself, Bible character you are most like, etc.

10:20 - 10:40 TEAM BUILDER/MIXER - Recreation Director

10:40 - 10:55      BREAK - Assistant Lay Director

MUSIC - Music Director

10:55 - 11:10 WEEKEND GUIDE PROGRAM/FOLLOW-UP - Assistant Lay Director

Explain weekend guide program and follow-up, pass out weekend guide forms and ask the team members to return the forms to you today.

11:10 - 11:25 COMMITTEE MEETINGS - Assistant Lay Director

The leaders of each assignment or committee will meet with group, go over assignment checklists and answer any questions.

11:20 - 11:40                RULES - Lay Director

- The Juvenile Offender
- Review Team and Institution/Facility Rules
- Cover *Selected Policies and Procedures of Epiphany Ministry, Inc.*
- Questions and answers

11:40 - 11:50                BREAK - Assistant Lay Director

11:50 - 12:05                TALKS, MEDITATIONS AND SKITS - Advising Lay Director  
Review and discuss "Guidelines for Talks". Explain the meditations and skits, answer any questions.

12:10 - 12:30                ANNOUNCEMENTS - Lay Director

- Complete and return the Epiphany Application immediately - Assistant Lay Director - 2 minutes
- Prayer Vigil - Prayer Chapel Coordinator - 5 minutes
- Weekend Needs\Housing\Name Tags\Closing List\Other Needs - Weekend Coordinator - 5 minutes
- Solicit general and personal agape and distribute list of Stars for personal agape - Agape Coordinator - -5 minutes
- Other Questions - Lay Director - 3 minutes

12:30 - 12:40                PRAYER PARTNERS/GROUPS - Assistant Lay Director  
Ask team members to find their prayer partner, share prayer requests and then pray together.

12:40 - 1:00                PRAYER REQUESTS - Assistant Spiritual Director  
CLOSING PRAYER - Assistant Spiritual Director  
CLOSING SONG - Music Director



\_\_\_\_\_(Institution/Facility)\_\_\_\_ EPIPHANY # \_\_\_\_\_

## Team Meeting #3

\_\_\_\_\_(date)\_\_\_\_\_ (location)\_\_\_\_\_

9:00 - 9:10           MUSIC - Music Director  
9:10 - 9:15           PRAYER - Assistant Spiritual Director  
9:15 - 9:40           SCRIPTURE SHARING - Assistant Lay Director

**NOTE:** After a team member reads the selected scripture verse, ask the team to silently reflect on what the verse(s) are saying to them. Then ask the team to divide into groups of three or four people and share with the group what these verses mean to each individual. After giving enough time for the groups to share, ask team members to share the insights their group shared to the entire group.

9:40 - 9:45           WELCOME - Lay Director  
Welcome team. Discuss any changes in team or assignments.  
9:45 - 10:00          BREAK - Assistant Lay Director  
MUSIC - Music Director  
10:00 - 10:05       WEEKEND GUIDE PROGRAM/FOLLOW-UP - Assistant Lay Director  
Reinforce importance of the weekend guide and follow-up. Collect weekend guide forms. Answer questions.

10:05 - 10:35       ANNOUNCEMENTS - Lay Director

- Complete and return the Epiphany Application immediately - Assistant Lay Director - 3 minutes
- Prayer Vigil - Prayer Chapel Coordinator - 5 minutes
- Weekend Needs\Housing\Name tags\Closing list\Other needs - Weekend Coordinator - 5 minutes
- Solicit general and personal agape. List of Stars to any team member not present last week - Agape Coordinator - 5 minutes
- "What I believe and Wonder About" exercise - Assistant Spiritual Director - 5 minutes
- Questions and Answers - Lay Director - 7 minutes

10:35 - 10:50       MUSIC - Music Director

**NOTE:** Team will be divided into 2 groups to critique any talks/meditations not already critiqued.

10:50 - 11:45       TALK CRITIQUES I. - Assistant Lay Director

Half the talks not already critiqued should be critiqued at this time. Anyone not present should have been critiqued at an earlier team meeting. **THIS IS ONE OF THE MOST IMPORTANT PARTS OF TEAM TRAINING!**

10:50 - 11:45 TALK CRITIQUES II. - Assistant Lay Director

The other half of the talks not already critiqued should be critiqued at this time. Anyone not present should have been critiqued at an earlier team meeting. **THIS IS ONE OF THE MOST IMPORTANT PARTS OF TEAM TRAINING!**

11:45 - 12:30 LUNCH - Lay Director

NOTE: Ideally lunch should be provided by a reunion group or other Christian community so the team can stay together.

12:30 - 1:30 LIFE OF CHRIST AND SKIT PRACTICE/CRITIQUES- Assistant Lay Director

All of the parts of the Life of Christ series and the skits should be practiced and critiqued. If members of the skit are not present, stand-ins should be substituted.

1:30 - 2:00 WEEKEND ASSIGNMENTS - Lay Director

- Review Weekend Schedule
- Weekend Guide List
- Table Seating Chart
- Questions and Answers

2:00 – 2:10 REVIEW/ RULES – Lay Director (Team, Institution/Facility,  
*Selected Policies and Procedures of Epiphany Ministry, Inc.*)  
COVER *Whistle Blower Policy and Conflict of Interest* policies.

2:10 - 2:20 BREAK

2:20 - 2:30 PRAYER PARTNERS/GROUPS - Assistant Lay Director

Ask team members to get together with their prayer partner/groups and share prayer requests. Then take about 5 minutes and pray together.

2:30 - 3:00 WORSHIP SERVICE - Spiritual Director

CLOSING PRAYER - Assistant Spiritual Director

CLOSING SONG - Music Director

**At the end of this meeting, the Lay Director should have the following for permanent storage in State Epiphany archives:**

- 1. A Team Member Application from every team member**
- 2. Signed copies (or a signature sheet with every team member's signature) agreeing to abide by:**  
*Epiphany Weekend Guide Program Regulations, Team Rules, and Selected Epiphany Ministry, Inc. Policies and Procedures*

**Team Meeting #4**  
**COMMISSIONING SERVICE NIGHT PRECEDING THE**  
**BEGINNING OF EPIPHANY WEEKEND**

**NOTE: IT IS ESSENTIAL THAT THE MEETING BEGIN AND FINISH ON-TIME!**

7:00 - 7:13                MUSIC - Music Director

7:13 - 7:15                PRAYER - Assistant Spiritual Director

7:15 - 7:25                WELCOME AND ANNOUNCEMENTS - Lay Director

Welcome team. Discuss any changes in team, assignments, weekend guides, Stars, table families, schedule, etc. Answer any questions.

7:25 - 8:00                BRIEF INTRODUCTIONS - Assistant Lay Director

Name, Place of Worship, Weekend Attended, Epiphany Assignment

8:00 - 8:10                BREAK - Assistant Lay Director

8:10 - 8:25                COMMITTEE MEETINGS - Assistant Lay Director

Meet in Assignments to discuss any last minute details or needs

8:25 - 9:00                **WORSHIP SERVICE and COMMISSIONING** - Spiritual Director

**SEE CLERGY MEDITATIONS AND ACTIVITIES**

**CLOSING PRAYER** - Assistant Spiritual Director

**CLOSING SONG** - Music Director

# WEEKEND SCHEDULES

## Epiphany Weekend Outline

### **DAY ONE MESSAGE TO STARS: YOU ARE LOVED! GOD LOVES YOU!**

**THEME:** We are created in the image of God. Therefore, although we sin, God does not forsake us. It would be enough that God does not abandon us, but God actively seeks a relationship with us based on love and grace.

### **HIGHLIGHTS OF DAY ONE:**

- Welcome-Weekend Guide greets Star and leads to family table (be prepared for changes in attendance list)
- Introductions and get acquainted games
- Refreshments
- Talk #1: Goals (Lay talk) Core Ideas: We make choices. We need to determine our life goal. We can reach our life goal.
- Silent reflection, discussion and summary period, posters
- Fruit of the Spirit and table names activity - decorate vine
- Chapel Service
  - Scripture reading - Luke 2: 8-16
  - Life of Christ Series Part I: Christ is born as told by a Shepherd
  - Meditation: The Epiphany Story
  - Scripture reading - John 11: 1-3, 17-27, 38-44
  - Life of Christ Series Part IIA: Jesus' life as told by Peter
- Lunch
- Talk #2: My World (Lay Talk)
  - Core Ideas: Who is God? God is love. How does God affect my World?
  - Silent reflection, discussion and summary, posters
- Recreation
- Talk #3: You Are Not Alone (Clergy Talk)
  - Core Ideas: God loves you! Who is Jesus? Jesus is our friend.
  - Introduce Agape.
  - Silent reflection, discussion and summary, posters
- Refreshments
- Chapel Service
  - Scripture reading - Luke 15: 11-32
  - Skit of the Prodigal Child
  - Meditation and prayer: The Prodigal Child
  - Weekend Guides visit with Stars - Witness and discuss prodigal child
- Recreation
- Dinner
- Share posters of the day

- Chapel Service
  - Scripture reading - Matthew 26: 23-29
  - Life of Christ Series Part IIB: Peter describes the Last Supper
  - Scripture reading - Luke 23: 26-43
  - Life of Christ Series Part III: John describes the Crucifixion
  - Scripture reading - Matthew 28: 1-10
  - Life of Christ Series Part IV: Mary Magdalene proclaims Jesus is Alive!
  - Meditation: Life of Christ wrap-up
- Stars meet with Weekend Guides - Weekend Guides give Stars Bibles and pray with Stars
- Examination of conscience
- Wrap-up and goodnight!

**DAY TWO MESSAGE TO STARS: YOU ARE FORGIVEN! GOD FORGIVES YOU!**

**THEME:** Knowing God's love for us, we are empowered to confess our faults and change our attitudes and actions, centering our faith in Christ Jesus.

#### **HIGHLIGHTS OF DAY TWO:**

- Welcome - Weekend Guide greets Star and leads to family table
- Talk #4: Discovery (Lay Talk)
  - Core Ideas: Overview the Bible. How to study the Bible.
  - How the Bible supports us in our walk with the Lord
  - Silent reflection, discussion and summary
- Stars meet with Weekend Guide and go over "Discovering God's Word" Worksheet
- Chapel Service
  - Scripture reading - Matthew 6: 9-15 and Matthew 18: 21-22
  - Skit of the Unforgiving Servant
  - Meditation: Part 1 - Forgiveness of Others
  - Introduction of forgiveness lists
  - Jesus Loves Me Skit
  - Witness to God's love
- Weekend Guides visit with Stars - Discuss forgiveness lists and add names
- Recreation
- Refreshments
- Talk #5: A Christian (Clergy Talk)
  - Core Ideas: We are all sinners. Why God sent Jesus. Jesus died for us.
  - Silent reflection, discussion and summary
- "What God created me to be" activity - play doh sculpture
- Lunch
- You are special! Birthday party
- Chapel Service - Meditation: Part 2 - Accepting God's Forgiveness
- Weekend Guide activity: What I Believe and Wonder About worksheet
- Talk #6: Prayer (Lay Talk)

Core Ideas: Who is the Holy Spirit? How can prayer help.

Silent reflection, discussion and summary

- Table family prayer time
- Dinner
- Prayer of commitment to Christ
- Open microphone
- Chapel Service
  - Meditation: Part 3 - Forgiveness Lists
  - Nailing of lists
  - Forgiveness wrap-up
- Meet with weekend Guide - Weekend Guides give Stars T-shirts and pray with Star

**DAY THREE MESSAGE TO STARS:** CHRIST IS COUNTING ON YOU! GOD CALLS YOU!

**THEME:** Having experienced the love of God, having reconciled ourselves to others, we go out to love, serve, and grow in Christ Jesus.

**HIGHLIGHTS OF DAY THREE:**

- Weekend Guide greets Star with carnation (if permitted) and leads Star to family table
- Chapel Service
  - Handwashing
  - Meditation: You have forgiven/You are forgiven/Share one another's burdens
  - Lists are removed, placed in a bucket and burned or dissolved
  - Disposal of ashes
- Celebration party - refreshments
- Picture of each Star with team table family and Weekend Guide
- Talk #7: Love (Lay Talk)
  - Core Ideas: Differentiate between God's love and human love. God's unconditional love.
  - Silent reflection, discussion and summary
- Recreation
- Chapel Service
  - Scripture Reading - Luke 10: 25-37
  - Good Samaritan skit
  - Meditation: Discipleship
- Lunch
- Agape letters
- Refreshments
- Talk #8: You Can Do It (Lay Talk.)
  - Core Ideas: How to hold onto your friendship with God. Things to do with your friendship with God. The Church is the Community of Faith.

Silent reflection, discussion and summary

- Explain closing - Distribute handout with questions for closing on it
- Table families discuss answers to three questions
- Weekend Guides and Stars meet to discuss mentoring/follow-up
- Fill out Weekend Guide form with Star and pray with Star
- Commissioning: "Christ is Counting On YOU!"
- Presentation of crosses
- Wrap-up and good-byes
- Refreshments
- Chapel Service - Closing
- Processional (Community sings as Stars enter)
- Lay Director Introduction
- Song (Everyone sings at least one song together)
- Stars Share
- Last Talk/Fourth day speakers: first a former Star; then a team member
- Closing prayer

## Weekend Team Schedule with Assignments

\_\_\_\_\_ EPIPHANY # \_\_\_\_\_, 20\_\_\_\_

### DAY 1

#### THE MOST IMPORTANT PARTS OF TODAY ARE:

Talks 1, 2, and 3 – (Assign new table secretary *for discussion purposes* following each talk.)

Get Acquainted Games  
Fruit of the Spirit Activity  
Life of Christ Series  
Prodigal Child Skit and Meditation  
Giving Stars their Bibles

#### THE MESSAGE TO THE STARS IS: YOU ARE LOVED! GOD LOVES YOU!

**THEME:** *We are created in the image of God. Therefore, although we sin, God does not forsake us. It would be enough that God does not abandon us, but God actively seeks a relationship with us based on love and grace.*

#### (TIMES WILL VARY, DEPENDING ON INSTITUTION)

- 6:30            Breakfast and team meeting at host church
- 7:15            Team leaves for campus
- 7:30            Team prepares for Stars' arrival  
Everyone helps unload and set up  
Weekend Guides locate where Stars will sit
- 7:45            Team prayer \_\_\_\_\_  
Team lines up by the door to greet Stars with cheers and hand clapping as they are announced \_\_\_\_\_
- 8:00            Greet Stars; call each Star's name \_\_\_\_\_ (be prepared for changes in attendance list)  
Weekend Guide gives Star name tag and begins to get to know Star  
Weekend Guide leads Star to family table
- 8:10            Welcome \_\_\_\_\_; introduce musicians  
Music \_\_\_\_\_



- 8:20 Introduction to weekend \_\_\_\_\_
- 8:25 Tables play get acquainted (name modifiers and knots) games
- 8:40 Refreshments at table  
Restroom break
- 9:05 Pass out Star Guides and pens  
Weekend expectations/Introduce Spiritual Director \_\_\_\_\_  
Introduce Assistant Spiritual Directors \_\_\_\_\_  
Introduce Prayer Chapel Coordinator & Prayer Request Container  
(box, basket, etc.) \_\_\_\_\_
- 9:15 Music
- 9:25 Epiphany talks overview \_\_\_\_\_
- 9:30 Sing speaker's song \_\_\_\_\_ (optional)  
Sing "Jesus Loves Me" (First verse)  
Light candle \_\_\_\_\_  
Lead *Introduction Before Each Talk* (With our Eyes Wide Open...)  
Introduce speaker and state whether Lay person or Clergy \_\_\_\_\_  
Speaker asks team member to pray (optional)  
Speaker (or team member) leads Lord's Prayer  
Talk #1: Goals \_\_\_\_\_  
Speaker places puzzle piece on puzzle
- 9:45 Announce it is time for silent reflection \_\_\_\_\_
- 9:46 Announce discussion and summary period \_\_\_\_\_
- 10:05 Announce posters \_\_\_\_\_
- 10:20 Continue posters  
Restroom break
- 10:30 Explain Fruit of the Spirit (Lay Meditation) and table names activity  
\_\_\_\_\_  
Table activity - decorate vine
- 11:00 Distribute personal bags (if permitted)  
Introduce meal buddies (if applicable)  
Blessing at table  
Lunch
- 11:25 Remind about puzzle

Lunch clean-up  
Music

11:40 Walk to chapel  
11:45 WORSHIP SERVICE  
Song - "Open Our Eyes Lord"  
Introduction of Life of Christ Series by the Lay Director  
Scripture reading - Luke 2: 8-16 \_\_\_\_\_  
Life of Christ Series: Part 1 \_\_\_\_\_  
Meditation: Epiphany story \_\_\_\_\_  
Song - "Open Our Eyes Lord"  
Scripture reading - John 11: 1-3, 17-27 and 38-44 \_\_\_\_\_  
Life of Christ Series: Part 2A \_\_\_\_\_

Leads Prayer of St. Francis \_\_\_\_\_  
Music

12:15 Return to conference room

12:20 Sing speaker's song \_\_\_\_\_ (optional)  
Sing "Jesus Loves Me"  
Light candle \_\_\_\_\_

Lead *Introduction Before Each Talk* (With our Eyes Wide Open...)  
Introduce speaker and state whether Lay person or Clergy \_\_\_\_\_  
Speaker asks team member to pray (optional)  
Speaker (or team member) leads Lord's Prayer  
Talk #2: My World \_\_\_\_\_  
Speaker places puzzle piece on puzzle

12:40 Announce it is time for silent reflection \_\_\_\_\_  
ALD: Ask a question related to the talk just heard. The question will help the Stars concentrate during the period of silent reflection.

12:41 Announce discussion and summary period \_\_\_\_\_

1:00 Announce posters \_\_\_\_\_

1:20 Recreation  
Beverage at table  
Music

- 1:50 Sing speaker's song \_\_\_\_\_ (optional)  
 Sing "Jesus Loves Me" (First verse)  
 Light candle \_\_\_\_\_  
 Lead *Introduction Before Each Talk* (With our Eyes Wide Open...)  
 Introduce speaker and state whether Lay person or Clergy \_\_\_\_\_  
 Speaker asks team member to pray (optional)  
 Speaker (or team member) leads Lord's Prayer  
 Talk #3: You Are Not Alone \_\_\_\_\_  
 Speaker places puzzle piece on puzzle
- 2:20 Announce it is time for silent reflection \_\_\_\_\_
- 2:21 Announce discussion and summary period \_\_\_\_\_
- 2:40 Announce posters \_\_\_\_\_
- 2:50 Continue posters  
 Present Community Agape  
 Refreshments at table  
 Restroom break
- 3:00 Walk to chapel
- 3:05 **WORSHIP SERVICE**  
 Song  
 Scripture reading - Luke 15:11-32 \_\_\_\_\_
- Skit of the Prodigal Child\*  
 Narrator \_\_\_\_\_  
 Prodigal child \_\_\_\_\_  
 Forgiving Father \_\_\_\_\_  
 Jealous sibling \_\_\_\_\_  
 Party people \_\_\_\_\_  
 Farmer \_\_\_\_\_  
 Pigs \_\_\_\_\_  
 Servants/Celebrants \_\_\_\_\_  
 Fatted calf \_\_\_\_\_  
 Meditation and prayer: The Prodigal Child \_\_\_\_\_  
 Music
- 3:45 Return to conference room with Weekend Guide

3:50	Weekend Guides visit with Stars - Witness and discuss prodigal child
4:05	Recreation Restroom break
4:35	Share posters of the day _____
5:00	Dinner set-up Remind about puzzle Present Agape
5:05	Blessing at table Dinner
5:35	Music Dinner clean-up Restroom break
5:55	Walk to chapel
6:00	<b>WORSHIP SERVICE</b> Song - "Open Our Eyes Lord" Scripture reading - Matthew 26: 23-29 _____ Life of Christ Series: Part 2B _____ Song - "Open Our Eyes Lord" Scripture reading - Luke 23: 26-43 _____ Life of Christ Series: Part 3 _____  Song - "Open Our Eyes Lord" Scripture reading - Matthew 28: 1-10 _____ Life of Christ Series: Part 4 _____ Meditation: Life of Christ wrap-up _____ Music
6:35	Stars meet with Weekend Guides Weekend Guides give Stars Bibles, share favorite verses and pray with Stars
6:50	Examination of conscience _____ Wrap-up and goodnight _____
7:00	Stars depart Team meeting and prayer

Team cleans up facility

**NOTE:** It is suggested that table families use the following seating rotation. The team members stay in place and the Stars rotate one place to the left (clockwise). This will help Stars to have an opportunity to talk one-on-one with all team members and see the speakers from a different position. Entire table families may be moved to a different table each day as well to allow Stars to sit closer (or farther) from friends or speakers.

7:30 Team members return to host Church for team meeting, prayer, and any necessary tasks.

Team members return to accommodations

\_\_\_\_\_ **EPIPHANY #**\_\_\_\_\_, **20**\_\_\_\_\_

## **DAY 2**

### **THE MOST IMPORTANT PARTS OF TODAY ARE:**

Talks 4, 5, and 6 (Assign new table secretary *for discussion purposes* following each talk.)

Unforgiving Servant Skit

Jesus Loves Me Skit

Birthday Party (Serve a light lunch w/no dessert)

Forgiveness Talk (all 3 parts)

Introduction to Forgiveness Lists

Nailing Lists to the Cross (or other appropriate alternative)

**THE MESSAGE TO THE STARS IS: YOU ARE FORGIVEN! GOD FORGIVES YOU!**

**THEME:** *Knowing God's love for us, we are empowered to confess our faults and change our attitudes and actions, centering our faith in Christ Jesus.*

**(TIMES WILL VARY, DEPENDING ON INSTITUTION)**

6:30 Breakfast and team meeting at host church

7:15 Team leaves for campus

7:30 Team prepares for Stars' arrival  
Everyone helps unload and set up

7:45 Team prayer \_\_\_\_\_  
Team lines up by the door to greet Stars with cheers and hand clapping as they are announced \_\_\_\_\_

8:00 Weekend Guide greets Star and leads Star to the family table

8:10 Welcome \_\_\_\_\_  
Present Agape  
Music

8:25 Sing speaker's song \_\_\_\_\_ (optional)  
Sing "Jesus Loves Me" (First verse)  
Light candle \_\_\_\_\_  
Lead *Introduction Before Each Talk* (With my eyes wide open...)  
Introduce speaker and state whether Lay Person or Clergy  
Speaker asks team member to pray (optional)  
Speaker (or team member) leads Lord's Prayer

Talk #4: Discovery \_\_\_\_\_  
Speaker places puzzle piece on puzzle

8:45 Announce it is time for silent reflection \_\_\_\_\_

8:46 Announce discussion and summary period \_\_\_\_\_

9:06 Refreshments at table

9:20 Announce *Discovering God's Word* Activity  
**NOTE:** Stars get with Weekend Guide and go over *Discovering God's Word* Worksheet, bringing Worksheet, Bible, pencil

9:40 Restroom break

9:50 Walk to chapel

9:55 WORSHIP SERVICE  
Song  
Read Matthew 6: 9-15 \_\_\_\_\_  
Read Matthew 18: 21-35 \_\_\_\_\_  
Skit of the Unforgiving Servant  
Ruler \_\_\_\_\_

- 1st Servant \_\_\_\_\_  
 2nd Servant \_\_\_\_\_  
 Asst to Ruler \_\_\_\_\_  
 3rd Servant \_\_\_\_\_  
 Meditation: Part 1 - Forgiveness of Others \_\_\_\_\_  
 Introduction to forgiveness lists \_\_\_\_\_
- Jesus Loves Me Skit  
 Different Kinds of Love \_\_\_\_\_  
 Witness to God's Love \_\_\_\_\_
- Leads Lord's Prayer \_\_\_\_\_  
 Music
- 10:25 Weekend Guides visit with Stars - Discuss forgiveness lists and add names
- 10:35 Walk to recreation  
 Recreation  
 Present Agape  
 Restroom break
- 11:15 Sing speaker's song \_\_\_\_\_ (optional)  
 Sing "Jesus Loves Me" (First verse)  
 Light candle \_\_\_\_\_  
 Lead *Introduction Before Each Talk* (With my eyes wide open...)  
 Introduce speaker and state whether Lay Person or Clergy \_\_\_\_\_  
 Speaker asks team member to pray (optional)  
 Speaker (or team member) leads Lord's Prayer  
 Talk #5: A Christian \_\_\_\_\_  
 Speaker places puzzle piece on puzzle
- 11:30 Announce it is time for silent reflection \_\_\_\_\_
- 11:31 Announce discussion and summary period \_\_\_\_\_
- 11:50 Explain "What God created me to be" Activity \_\_\_\_\_  
 Table activity "What God created me to be" (play doh sculpture)
- 12:10 Remind about forgiveness lists  
 Present Agape  
 Restroom break  
 Prepare for lunch

12:30	Blessing at table Lunch (NO dessert ... birthday cake coming!)
1:00	Introduce coordinators: agape, prayer chapel, kitchen, and other support team. _____
1:05	Remind about forgiveness lists Clean-up from lunch Restroom break
1:15	Talk on spiritual direction _____
1:20	Music
1:25	Introduction to Birthday Party: You are special! _____ Birthday party Restroom break
1:50	Walk to chapel
1:55	WORSHIP SERVICE Music Meditation: Part 2 - Accepting God's forgiveness _____ Music
2:10	Return to conference room
2:15	Restroom break
2:25	Introduce Weekend Guide activity: <i>What I Believe and Wonder About</i>  Weekend Guides visit with Stars
2:45	Remind about forgiveness lists
2:50	Music Present Agape
3:20	Sing speaker's song (optional) Sing "Jesus Loves Me" (First verse) Light candle _____



	Lead <i>Introduction Before Each Talk</i> (With my eyes wide open...)
	Introduce speaker and state whether Lay Person or Clergy _____
	Speaker asks team member to pray (optional)
	Speaker (or team member) leads Lord's Prayer
	Talk #6: Prayer _____
	Speaker places puzzle piece on puzzle
3:40	Announce it is time for silent reflection _____
3:41	Announce discussion and summary period _____
4:00	Explain family prayer time _____
	Family prayer time
	Dinner set-up
4:30	Blessing at table
	Dinner
5:00	Remind about forgiveness lists
	Dinner clean-up/Restroom break
	Music
5:15	Prayer of commitment to Christ _____
	Explain open microphone _____
	Open mike
5:45	Wrap-up _____
5:55	Walk to chapel
6:00	WORSHIP SERVICE
	Song
	Meditation: Part 3 - Forgiveness _____
	Extra time to add additional names to lists
	Forgiveness wrap-up _____
	Nailing of lists _____ and _____
	Music
	Leads Prayer of St. Francis _____
	Music
6:40	Meet with Weekend Guide. Weekend Guides give Stars T-shirts and pray with Star
6:55	Good-byes _____

7:00 Stars depart  
Blessing of the crosses at host church or Institution; Facility \_\_\_\_\_  
Team cleans-up

**NOTE:** It is suggested that table families use the following seating rotation. The team members stay in place and the Stars rotate one place to the left (clockwise). This will help Stars to have an opportunity to talk one-on-one with all team members and see the speakers from a different position. Entire table families may be moved to a different table each day as well to allow Stars to sit closer (or farther) from friends or speakers.

8:00 Team members return to host Church for a team meeting, prayer, and any necessary tasks.

Team members return to accommodations.

\_\_\_\_\_ **EPIPHANY #** \_\_\_\_\_, **20** \_\_\_\_\_

### **DAY 3**

#### **THE MOST IMPORTANT PARTS OF TODAY ARE:**

Talks 7 and 8– (Assign new table secretary *for discussion purposes* following each talk.)  
Burning of Forgiveness Lists (or other appropriate alternative)  
Celebration Party  
Good Samaritan Skit  
Agape Letters  
Pictures  
Closing

**MESSAGE TO THE STARS IS: CHRIST IS COUNTING ON YOU! GOD CALLS YOU!**

**THEME:** *Having experienced the love of God, having reconciled ourselves to others, we go out to love, serve, and grow in Christ Jesus.*

**(TIMES WILL VARY, DEPENDING ON INSTITUTION)**

6:45 Breakfast and team meeting at host church

- 7:15 Team leaves for campus
- 7:30 Team prepares for Stars' arrival  
Everyone helps unload and set up
- 7:45 Team prayer \_\_\_\_\_  
Team lines up by the door to greet Stars with cheers and hand clapping as they are announced.
- 8:00 Weekend Guide greets Star with carnation (if permitted) and leads Star to the family table
- 8:10 Music
- 8:30 Welcome \_\_\_\_\_  
Walk to chapel
- 8:40 CELEBRATION SERVICE  
Music  
Meditation \_\_\_\_\_  
Share one another's burdens  
Remove lists, place in bucket and burn (outside) or dissolve in water  
You have forgiven/You are forgiven  
Disposal of ashes or water (outside)
- Prayer \_\_\_\_\_  
Music
- 9:25 Return to community room
- 9:30 Celebration party  
Explain Celebration Party, Star pictures and process \_\_\_\_\_  
Take each Star's picture with Weekend Guide and team table family  
Present Agape  
Restroom break
- 10:00 Sing speaker's song (optional)  
Sing "Jesus Loves Me" (First verse)  
Light candle \_\_\_\_\_  
Lead *Introduction Before Each Talk* (With our eyes wide open...)  
Introduce speaker and state whether Lay person or Clergy \_\_\_\_\_  
Speaker asks team member to pray (optional)  
Speaker (or team member) leads Lord's Prayer

	Talk #7: Love _____ Speaker places puzzle piece on puzzle
10:20	Announce it is time for silent reflection _____
10:21	Announce discussion and summary period _____
10:40	Recreation Beverage
11:20	Walk to chapel Prepare for lunch
11:25	<b>WORSHIP SERVICE</b> Song Scripture Reading - Luke 10:25-37 Jesus _____ Teacher of Law _____ Man on the Road _____ Robbers _____ Priest _____ Levite _____ Good Samaritan _____ Innkeeper _____ Meditation: Discipleship _____ Music
11:55	Return to conference room
12:00	Blessing at table Lunch
12:30	Restroom break and lunch clean-up
12:35	Music
12:50	Introduce Agape letters _____ Agape letters presented Support team prays for Stars
1:10	Spiritual Director and Assistant Spiritual Directors remain in conference room

with Stars for Ministering  
Restroom Break

- 1:30 Refreshments at table
- 1:45 Sing speaker's song (optional)  
Sing "Jesus Loves Me" (First verse)  
Light candle \_\_\_\_\_  
Lead *Introduction Before Each Talk* (With our eyes wide open...)  
Introduce speaker and state whether Lay Person or Clergy \_\_\_\_\_  
Speaker asks team member to pray (optional)  
Speaker (or team member) leads Lord's Prayer  
Talk #8: You Can Do It \_\_\_\_\_  
Speaker places puzzle piece on puzzle
- 2:05 Announce it is time for silent reflection \_\_\_\_\_
- 2:06 Announce discussion and summary period \_\_\_\_\_
- 2:20 Explain Closing \_\_\_\_\_  
Distribute handout *Questions for Closing*
- 2:25 Table families discuss answers to three questions; secretary combines answers from all table family members and prepares presentation for closing
- 2:45 Explain Weekend Guide program/follow-up \_\_\_\_\_  
Weekend Guides and Stars meet to discuss Star Reunions  
Pray with Form  
*Fill out Star Information Sheet* (if permitted)
- 3:05 Cross Ceremony: "Jesus Love YOU!" Lay Director and Spiritual Director  
Gives crosses to Stars Lay Director  
Prayer Spiritual Director
- 3:40 Wrap-up and good-byes \_\_\_\_\_  
Refreshments at table  
Restroom break
- 3:55 Walk to chapel for Closing
- 4:00 Closing \_\_\_\_\_  
Processional (Community sings as Stars enter)  
Song (Everyone sings at least one song together)

Lay Director Introduction  
Stars Share

5:00 Last Talk/Fourth Day Speakers \_\_\_\_\_

5:15 Instructions for dismissal \_\_\_\_\_  
Closing prayer and leads Lord's Prayer \_\_\_\_\_

5:30 Stars depart - "Good-bye line"  
Team prays, cleans up, packs up and leaves

THANKS BE TO GOD!

## Lay Director's Schedule with Notes and Scripts

\_\_\_\_\_ EPIPHANY #\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

<b>NOTE: THE ASTERIK* INDICATES THESE ARE THE MOST IMPORTANT ASPECTS OF THE PROGRAM AND SHOULD BE CUT LAST</b>
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### DAY 1

#### THE MOST IMPORTANT PARTS OF TODAY ARE:

- Talks 1, 2, and 3
- Get Acquainted Games
- Fruit of the Spirit Activity
- Life of Christ Series
- Prodigal Child Skit and Meditation
- Giving Stars their Bibles

**THE MESSAGE TO THE STARS IS: YOU ARE LOVED! GOD LOVES YOU!**

**THEME:** *We are created in the image of God. Therefore, although we sin, God does not forsake us. It would be enough that God does not abandon us, but God actively seeks a relationship with us based on love and grace.*

**(TIMES WILL VARY, DEPENDING ON INSTITUTION)**

**6:30            Breakfast and team meeting at host church**

**Note:** Emphasis on centering on God, rather than specific tasks and details, reflecting on theme of day.

**7:15            Team leaves for campus**

**7:30            Team prepares for Stars' arrival  
Everyone helps unload and set up  
Weekend Guides locate where Stars will sit**

**NOTE:** The Conference Room should be set up with tables and chairs and arranged for the weekend. The agape area, prayer chapel, and coordinator/table servant area should also be set up. Boxes should be unloaded into the appropriate areas. There should be a table in

front of the lectern in the conference room with a cross, a Bible and a candle. The sound system should be set up and checked. Songbooks and Kleenex should be on the tables; Star Guides and pens counted and ready. The puzzle frame should be out and the pieces placed close to the lectern. The chapel should also be set up and ready. Bible verses for the day should be marked.

**7:45            Team prayer \_\_\_\_\_**  
**Team lines up by the door to greet Stars with cheers and hand clapping as they are announced \_\_\_\_\_**

**NOTE:** Stars should be lined up outside the Conference Room; inside weekend guides wait with name tags until his/her Star's name is announced. This is called a "cheer line" and all team members are to enthusiastically greet each Star as they come in.

**8:00            Greet Stars; call each Star's name\* \_\_\_\_\_**  
**Weekend Guide gives Star name tag and begins to get to know Star**  
**Weekend Guide places Star at table\***

**Note:** The Weekend Guide should introduce him or herself, put the name tag around the Star, move away from the reception area and then take a few minutes to get to know the Star before seating the Star at his/her assigned seat.

**8:10            Welcome\* \_\_\_\_\_; introduce musicians**

LD:            Welcome to Epiphany. We've been planning for this weekend for many months and we're glad you've chosen to be with us. My name is \_\_\_\_\_ and I am the Lay Director. You will see and hear from me a lot and I am eager to get to know you.

One of the fun things we'll do together is sing. Some of the songs may be familiar and some may be new to you but I think you will enjoy them. So let's get going. Let me introduce our musicians, \_\_\_\_\_ and they'll lead us in a few songs.

**Music\* \_\_\_\_\_**

**8:20            Introduction to weekend\* \_\_\_\_\_**

**NOTE:** Box of puzzle pieces should be at lectern.

LD:            You sound great! I knew this was going to be a good group. Let's take care of some matters that will help make these three days a wonderful time together. When we need to have everyone's attention and to have quiet, someone will raise a hand. As soon as you see a hand go up, please stop your conversation and listen to the person who needs to speak. There will be fun times to talk, but there will also be quiet times. If you talk during these quiet times, you miss out on what God is saying to you. Not only that, but the person



you are talking to misses out, too. They may not have the nerve to tell you they want to be quiet, but they do. They may act like they aren't interested, but they really wish you'd be quiet. Let's show love to the person next to you by not talking during quiet times.

Please don't take anything out of this room or the chapel unless one of the team members tells you to do so. Otherwise everything remains here: pencils, paper, markers, food-- EVERYTHING! We are so glad we're here and we don't want anything to keep us from coming back. So that means we need your help, as we all follow \_\_\_\_ (institution) \_\_\_\_'s rules.

The next three days will be three of the most rewarding days of your life. They are packed with fun, singing, talking, playing, eating, and worship! But we don't start until everyone is here. If you are late, that means everyone else is kept waiting. Please be considerate and make every effort to be where you are supposed to be at all times. If you have an emergency and need to leave this room, please check with \_\_\_\_\_. They are our Assistant Lay Directors. Would the Assistant Lay Directors please stand?

I'm sure you have many questions about this weekend. There is a great deal I can tell you about what will happen. We will have time for breaks and recreation together. We will eat lunch and dinner together today and tomorrow, and lunch on \_\_\_\_\_. We will hear people tell about what God means to them, and you will have time to talk with each other. We'll have games and activities. Some of these activities will be done with your "weekend guide". Weekend guides are team members who will meet with you in small groups and will help guide you through the weekend. We have already sung and we will do a lot more of that. We will have short meditations and worship services in the chapel, and in here also. Usually we laugh a lot, and even sometimes we cry. But those things all fit together in a way that is almost impossible to describe now.

How many of you like puzzles? (Hold up jigsaw puzzle box) A puzzle is made up of a lot of different parts, isn't it? (Hold up one piece.) Can you tell what this puzzle will be by looking at one piece? You can't, can you? (Hold up several, disconnected pieces.) Can you tell what the puzzle will be like by looking at several pieces like this? You can't. What do you have to do to know what the puzzle will be like? You have to have all the pieces or parts, put together, don't you?

Epiphany is like a puzzle. You know what some of the parts of the Epiphany will be. You know that the Epiphany lasts for three days. I have just told you some of the things we will be doing. But you have to put all the parts of the Epiphany together to know what Epiphany really is. I can't explain all the parts of the Epiphany to you. You have to experience it for yourself.

You need patience to put a puzzle together, and you need patience to experience all the parts of the Epiphany. All parts of the Epiphany are necessary - they all fit together. Don't let any of the pieces get lost - pay attention to everything that goes on. Don't worry if all the pieces don't fit together right away. Just enjoy each part of Epiphany and take time

each evening to look back at what you have done during the day. Participate in everything, so when we close in three days, you will have a complete puzzle! It will be worth it, we promise you - IF YOU experience each part of the Epiphany.

The table groups you are in now are the ones you will be in all weekend. Since you'll be together this weekend, we want to give you some time to get to know each other. The leaders at your table have some fun activities for you to do now.

**8:25            Tables play get acquainted game (name modifiers)**

**8:40            Refreshments at table**

**Restroom break**

LD:            We are ready for a break. This will give you a chance to go to the restroom. (Give instructions about off-limits, how far they may go, etc., as well as that we will serve refreshments at the table and if they need to go to the restroom they need to go as a table, when called, and then return to their table.) Let me remind you that our schedule is full and we don't want to leave out a single part. So when it is time to return to your table, we will ask that you do so as quickly as possible.

**9:05            Pass out Star Guides and pens/pencils\***

LD:            You will hear the word "Star" often in our three days together. One use is in a folder/booklet we want you to have and read. It's called a Star Guide. As soon as you get your Star Guide, write your name on it. (Table servants, please take Star Guides to your table.) In the folder you will find a worksheet for each talk during the weekend, the Prayer of St. Francis, the Lord's Prayer, the words to the song Jesus Loves Me, the Introduction we use before each talk, and paper for taking notes.

**Weekend expectations/Introduce Spiritual Director\* \_\_\_\_\_**

LD:            When you are completely involved in something, you can lose track of the time. Often that happens on this kind of weekend. We don't want you to be concerned about "clock time". We want to put these hours and minutes in God's hands. During the day our Assistant Lay Directors will keep us on track to be sure we do everything that is prepared. We want you to relax and not be aware of the outside world.

You are already aware that people have different jobs in Epiphany, like musicians and table leaders. At your table is a spiritual director. I want you to know who they are and I will ask our Spiritual Director, \_\_\_\_\_ to introduce them.

**Introduce Assistant Spiritual Directors**

SD:            The Spiritual Director and Assistant Spiritual Directors are here this weekend to offer spiritual counseling. Most of us have been engaged in prison ministry for

many years, and we know something of the stress, loneliness and rejection that affect many of you. We are not here to pry into your secrets and we don't need to know what you've done nor what anyone has done to you. If you want to talk to a spiritual director, let your table leader or me know. A quiet place will be found for you to talk to that person. Maybe you want to ask a question or discuss a problem in your spiritual life. Perhaps you want someone to pray for you, or to confess to God something you've been carrying or to accept Christ. These are just some of the ways spiritual direction can help you.

### **Introduce Prayer Chapel Coordinator & Prayer Container (Box or Basket)**

LD: During the whole weekend, there will be someone praying for all of us. We also want an opportunity to pray specifically for you and your concerns. There is a "prayer basket/box" in the front of the room and one on each family table. \_\_\_\_\_ will be in the prayer chapel during the weekend praying over your prayer requests.

**9:15 Music**

**9:15 Pray over Speaker – Assistant Lay Director,  
Prayer Chapel Coordinator and Table Servants**

**9:25 Epiphany talks overview\* \_\_\_\_\_**

LD: Epiphany is full of exciting experiences. One of the things we'll do this weekend is listen to several talks. During these talks, the speakers will share how God has changed their lives. What the speakers will be sharing is very real and very personal.

It's important during each talk that you take notes. Please put your notes in your Star Guide on the pages that have been provided for you for each talk. Remember, this isn't school. There won't be any tests. No one will be correcting what you write. What you write down is for you. If you take notes, you will remember the weekend better. You will also be able to use your notes later when you discuss the talk with the people at your table. (Add a personal recommendation such as - I still have my notes from my weekend and every once and a while I take them out and read them to help me through the day.)

After each talk, there will be a short time of silence to think about what we've heard. Then you and your table family will have time to discuss what the speaker said. Your table leader will ask someone to take notes during your table discussion. Later on, we will tell you what to do with the summaries that your table prepares. After the table discussions, there will be a variety of activities. The activities are not just play time. They are opportunities for you to express your response to what the speaker said.

We will use this same order for each talk. First, the talk. Then, a short period of silence. Then discussion and summaries at the table. Then, an activity.

**9:30**                    **Explains system used for talks**

ALD:            We have a system for each talk. First we will sing a speaker's song, then sing "Jesus Loves Me" (indicate which verse/s). On the table in front of the lectern there are a candle, Bible and cross. The candle reminds us we are not alone; the Bible reminds us that all talks are based on Scripture and the cross reminds us why we are here.

A team member will light the candle and lead us in the *Introduction Before Each Talk*; this Introduction is found in your Star Guide. The speaker is then introduced. The speaker will lead us in the Lord's Prayer and then share a talk with us. A copy of the Lord's Prayer can be found in your Star Guide. So...let's try this system with our first speaker, by singing a song.

**Sing speaker's song \_\_\_\_\_ (optional)**

**Sing "Jesus Loves Me"\***

**Light candle\* \_\_\_\_\_**

**Lead Introduction:** With our eyes wide open to the wonders of God. With an attitude of cooperation and love. Let us open our hearts and prepare to experience God through the presence of the Holy Spirit

**Introduce speaker and state if a Lay Person or Clergy\* \_\_\_\_\_**

**Speaker asks a team member to pray (optional)**

**Speaker (or team member) Leads Lord's Prayer\***

**Talk #1: Goals\* \_\_\_\_\_**

**Speaker places puzzle piece on puzzle**

**9:45                    Announce it is time for silent reflection\* \_\_\_\_\_**

**NOTE:** Ask a question related to the talk just heard. The question will help the Stars concentrate. For example, for the My World talk, the question might be "What are your goals after leaving this facility?"

**9:46                    Announce discussion and summary period \_\_\_\_\_**

ALD:            This is a time to discuss the talk you have just heard. Please appoint a secretary to write down the group's summary of the talk. Don't forget to complete your Star Guide page.

**10:05                    Announce posters \_\_\_\_\_**

ALD:            For our first activity we'd like each table to draw a poster representing what the talk meant to you as a group. These posters are not going to be judged. It doesn't matter if your figures are stick figures or masterpieces. What is important is that everyone

participate in coming up with the idea for the poster and we want everyone in your group to help draw the poster.

**NOTE:** Table servants should give each table leader a piece of poster sized paper and a set of markers after the announcement is made.

**10:20            Continue posters  
                 Restroom break**

**10:30            Explain Fruit of the Spirit and Table Names activity\* \_\_\_\_\_**

**NOTE:** The Agape Coordinator should have a basket with the names of Fruit of the Spirit ready prior to this time. Table Servants will bring out table names as called by speaker above, as each table draws its new name.

**Table activity - decorate vine**

**NOTE:** The Agape Coordinator should have the cardboard name/table ovals and strings available for Table Servants to hand out to tables when announced by the speaker above.

**ALD:**            When you have finished decorating your name and table shapes, please tie them as a mobile to the vine at the front of the room.

**NOTE:** To make the lunch time later, the Worship Service scheduled for 11:45 can be held at 10:55 with lunch at 12:15.

**11:00            Blessing at table\*  
                 Lunch\***

**ALD:**            You will notice that on your table are special placements and other gifts. You may keep these, and can put them in a bag that the Graduate Stars will bring you during lunch. One of these gifts is card from a meal buddy. A meal buddy is someone who loves you with the love of Christ and has paid for your meal.

Now, with your Table Families let's say blessing....

**NOTE:** Each table family should hold hands as one person from the table family says the blessing. Usually for the first blessing, a team member will say it. After the first blessing, if a Star wants to say the blessing, that's great.

**11:25            Remind about puzzle  
                 Lunch clean-up\*  
                 Music**

**NOTE:** Lunch clean up should be done while the rest of the group is enjoying the music.

**11:40 Walk to chapel**

LD: We are now going to the chapel for a brief time of worship. Table families, please walk and sit together. Remember classes are in session so please be quiet as we walk to the chapel. Please bring the Prayer of St. Francis from your Star Guide.

**11:45 WORSHIP SERVICE**

**Song - "Open Our Eyes Lord"\***

**Introduction of Life of Christ Series\***

LD: In the time we are together you will experience many new things. One of my favorites is what we call the Life of Christ series. In this series several of the team members will be dressed in costume. Each will pretend to be one of the people who knew Jesus when He was here on earth.

**Scripture reading - Luke 2: 8-16 \_\_\_\_\_**

**Life of Christ Series: Part 1 \* *Shepherd* \_\_\_\_\_**

**Meditation: Epiphany story \* \_\_\_\_\_**

**Song - "Open Our Eyes Lord"**

**Scripture reading - John 11: 1-3, 17-27 and 38-44 \_\_\_\_**

**Life of Christ Series: Part 2A \* *Peter* \_\_\_\_\_**

**Leads Prayer of St. Francis\* \_\_\_\_\_**

**Music**

**12:15 Return to conference room.**

LD: Now let's return to the conference room. Please, remember to walk quietly with your table family.

**12:15 Pray over Speaker – ALD, PCC, Table Servants**

**12:20 Sing speaker's song \_\_\_\_\_(optional)**

**Sing "Jesus Loves Me"\***

**Light candle\* \_\_\_\_\_**

**Lead Introduction Before Each Talk (With our eyes wide open...)**

**Introduce speaker and state if Lay Person or Clergy\* \_\_\_\_\_**

**Speaker asks team member to pray (optional)**

**Speaker (or team member) leads Lord's Prayer\***

**Talk #2: My World \* \_\_\_\_\_**

**Speaker places puzzle piece on puzzle**

**12:40 Announce it is time for silent reflection\* \_\_\_\_\_**

**ALD: NOTE:** Ask a question related to the talk just heard. The question will help the Stars concentrate during the period of silent reflection. For example, for the My World talk, the question might be “Where do you see God in your world?”

**12:41          Announce discussion and summary period \_\_\_\_\_**

**ALD:**          This is a time to discuss the talk you have just heard. Please appoint a secretary to write down the group's summary of the talk. Don't forget to complete your Star Guide page.

**1:00          Announce posters \_\_\_\_\_**

**1:20          Recreation \_\_\_\_\_**

**LD:**          We have been sitting a lot today and I appreciate your cooperation. But now it's time go outside and relax. Everyday, if we are running on schedule, we'll have recreation. Our recreation leader is \_\_\_\_\_. We'll hear instructions now for how to proceed.

**RD:**          Gives instructions for geographical limits, expecting participation from all, etc.

### **Beverage at table**

**NOTE:** Table servants should have some type of beverage for each person at the table when the group returns. No other refreshments will be needed.

### **Music**

**1:40          Pray over Speaker – ALD, PCC, Table Servants**

**1:50          Sing speaker's song \_\_\_\_\_(optional)**

**Sing "Jesus Loves Me"\***

**Light candle\* \_\_\_\_\_**

**Lead *Introduction to Each Talk***

**Introduce speaker and state if Lay Person or Clergy\* \_\_\_\_\_**

**Speaker asks team member to pray (optional)**

**Speaker (or team member) leads Lord's Prayer\***

**Talk #3: You Are Not Alone\* \_\_\_\_\_**

**NOTE:** Speaker presents prayer vigil/chain as part of General Agape shared. Prayer Chapel Coordinator and Super Stars assist with displaying it.

**Speaker places puzzle piece on puzzle**

**2:20            Announce it is time for silent reflection\* \_\_\_\_\_**

**NOTE:** Ask a question related to the talk just heard. The question will help the Stars concentrate during the period of silent reflection. For example, "How can the body of Christ, the church, help you realize you are not alone?"

**2:21            Announce discussion and summary period \_\_\_\_\_**

**ALD:**            This is a time to discuss the talk you have just heard. Please appoint a secretary to write down the group's summary of the talk. Don't forget to complete your Star Guide page.

**2:40            Announce posters \_\_\_\_\_**

**2:50            Continue posters  
Present Community Agape  
Refreshments at table  
Restroom break**

**3:00            Walk to chapel**

**LD:**            It's time to go to the chapel for a meditation. Please remain quiet on the way. The day has already been full. Use the time to think about what you have heard and experienced. You will not need to take anything with you. Stay with your table both walking to the chapel and in the chapel. (Give any other instructions needed for walking to chapel.)

**NOTE:** ALD notifies the participants in the skit to gather outside the chapel in costumes.

**3:05            WORSHIP SERVICE**

**Song\***

**Scripture reading - Luke 15:11-32 \_\_\_\_\_**

**Skit of the Prodigal Child\***

**Narrator \_\_\_\_\_**

**Prodigal child \_\_\_\_\_**

**Forgiving Father \_\_\_\_\_**

**Jealous sibling \_\_\_\_\_**

**Farmer \_\_\_\_\_**

**Pigs \_\_\_\_\_**

**Servants/Celebrants \_\_\_\_\_**

**Fatted Calf \_\_\_\_\_**

**Party people \_\_\_\_\_**

**Meditation and prayer: The Prodigal Child\* \_\_\_\_\_**



## **Music**

### **3:45          Return to conference room with Weekend Guide**

LD:            Although we are all called to minister to one another, God has called some persons to be ordained as pastors or priests. This morning you met them. These people are available to you during the weekend for spiritual direction. This is a wonderful opportunity to talk with a spiritual counselor about anything that is troubling you. If you want to schedule a time, please see \_\_\_\_\_ and s/he will arrange for you to talk to someone. Let him/her know if there is anyone in particular with whom you would like to talk.

Let's return to the Conference Room. Please find your Weekend Guide and walk back to the Conference Room. When you are back in the Conference Room you will meet with your Weekend Guide in a small group and discuss the parable of the Prodigal Child.

### **3:50          Weekend Guides visit with Stars - Witness and discuss prodigal child**

### **4:05          Recreation \_\_\_\_\_ Restroom break**

LD:            Now it's time for more Recreation. \_\_\_\_\_ what would you like us to do?

### **4:35          Share posters of the day \_\_\_\_\_**

ALD:           I've seen the great job you've done with your posters today. They are so good, in fact, that we all should get to see them. Would the table servants please bring the three posters to each table family? Choose the one poster your whole table family thinks best represents what the speaker said. Then, choose someone to read the table's summary for the talk and someone else to describe the table's poster. We want everyone from the table family to come up front, and introduce yourself, giving us your name and the table family name. Then someone from your family can read the summary for that talk and someone else can tell us about the poster you have chosen.

**Note:** Table servants pass out posters. If time permits, after one round is completed, another poster may be chosen.

### **5:00          Dinner set-up Remind about puzzle Present Agape**

**NOTE:** Table servants set up dinner while the rest of the group is listening to puzzle reminders and agape presentation.

**5:05            Blessing at table\***  
**Dinner \***

**5:35            Music**  
**Dinner clean up\***  
**Restroom break**

**5:55            Walk to chapel**  
LD:            It's time to go to chapel now. Please take your name tag and your pen/pencil with you and leave everything else here.

**6:00            WORSHIP SERVICE**  
**Song - "Open Our Eyes Lord"\***  
**Scripture reading - Matthew 26: 23-29** \_\_\_\_\_  
**Life of Christ Series: Part 2B \*Peter** \_\_\_\_\_  
**Song - "Open Our Eyes Lord"**  
**Scripture reading - Luke 23: 26-43** \_\_\_\_\_  
**Life of Christ Series: Part 3 \* John** \_\_\_\_\_  
**Song - "Open Our Eyes Lord"**  
**Scripture reading - Matthew 28: 1-10** \_\_\_\_\_  
**Life of Christ Series: Part IV\* Mary Magdalene** \_\_\_\_\_  
**Meditation: Life of Christ wrap-up\*** \_\_\_\_\_  
**Music**

**6:35            Stars meet with Weekend Guides**  
LD:            Stars, now please get with your Weekend Guide, who has something very special for you that I hope you will treasure the rest of your life.

**Weekend Guides give Stars Bibles, share favorite verses and pray with Stars\***

LD:            Now that you have a Bible, no one can say you don't have a book of instructions for life. I hope your Bible will mean as much to you as my Bible means to me. Don't forget, if you haven't already, to please put your name in your Bible. It's been a great day but tomorrow will be even better so we look forward to seeing you tomorrow. Before we go, we'll have a short meditation.

**6:50            Examination of conscience \*** \_\_\_\_\_  
(Can be done at conclusion of Chapel Service before Bibles are given)

**Wrap-up and goodnight \*** \_\_\_\_\_  
LD:            Please give your name tag, pen/pencil, and Bible to your table leader. You will be using your Bibles tomorrow. Make sure you do not take anything back to your dorm tonight that you didn't come with. Get a good night's rest. Tomorrow is another full day. Good night, and God bless you. We'll see you here tomorrow at 8:00.

**7:00            Stars depart**  
**Team meeting and prayer**  
**Team cleans up facility**

**NOTE:** It is suggested that table families use the following seating rotation. The team members stay in place and the Stars rotate one place to the left (clockwise). This will help Stars to have an opportunity to talk one-on-one with all team members and see the speakers from a different position. Entire table families may be moved to a different table each day as well to allow Stars to sit closer (or farther) from friends or speakers.

**7:30            Team members return to host Church for team meeting, prayer, and necessary tasks**

**Team members return to accommodations.**

\_\_\_\_\_ **EPIPHANY #**\_\_\_\_  
\_\_\_\_\_, **20**\_\_\_\_\_

## **DAY 2**

### **THE MOST IMPORTANT PARTS OF TODAY ARE:**

Talks 4, 5 and 6  
Unforgiving Servant Skit  
Jesus Loves Me Skit  
Birthday Party  
Forgiveness Talk (all 3 parts)  
Introduction to Forgiveness Lists  
Nailing Lists to the cross (or other appropriate alternative)

**THE MESSAGE TO THE STARS IS: YOU ARE FORGIVEN! GOD FORGIVES YOU!**

**THEME:** *Knowing God's love for us, we are empowered to confess our faults and change our attitudes and actions, centering our faith in Christ Jesus.*

**(TIMES WILL VARY, DEPENDING ON INSTITUTION)**

**6:30            Breakfast and team meeting at host church**

**Note:** Emphasis on centering on God, rather than specific tasks and details, reflecting on theme of day.

**7:15            Team leaves for campus**

**7:30            Team prepares for Stars' arrival  
Everyone helps unload and set up**

**7:45            Team prayer \_\_\_\_\_  
Team Lines up by the door to greet Stars with cheers and hand clapping as they  
are announced \_\_\_\_\_**

**Note:** Stars should be lined up in alphabetical order, by first names, outside Conference Room. Inside Conference Room, weekend guides with name tags should be in the same order as stars. Team forms “cheer line” and greets stars. Bible verses for the day should be marked in the Bible.

**8:00            Weekend Guide greets Star and leads Star to family table\***

**8:10            Welcome \_\_\_\_\_  
Music  
Present Agape**

**8:15            Pray over Speaker – ALD, PCC, Table Servants**

**8:25            Sing speaker's song \_\_\_\_\_ (optional)  
Sing "Jesus Loves Me"\*  
Light candle\* \_\_\_\_\_  
*Lead Introduction Before Each Talk*  
Introduce speaker and state if Lay Person or Clergy\* \_\_\_\_\_  
Speaker asks team member to pray (optional)  
Speaker (or team member) leads Lord's Prayer  
Talk #4: Discovery\* \_\_\_\_\_  
Speaker places puzzle piece on puzzle**

**8:45            Announce it is time for silent reflection\* \_\_\_\_\_**

**NOTE:** Ask a question related to the talk just heard. The question will help the Stars concentrate during the period of silent reflection.

**8:46            Announce discussion and summary period \_\_\_\_\_**

**NOTE:** Reinforce to the group that this is discussion time and remind them to appoint a secretary to write down the group's summary of the talk. Also remind the group to complete their Star Guide page on that talk.

**9:06 Refreshments at Table**

**9:20 Announce "Discovering God's Word" Activity\***

LD: Will the Weekend Guides and Stars meet together now. We have an activity you may complete together related to the talk we just heard. Stars, please bring your Star Guide, pencil and Bible.

**Stars get with Weekend Guides and go over "Discovering God's Word" Handout\***

**9:40 Restroom break**

**9:50 Walk to chapel**

LD: It's time to go to Chapel, please take your Star Guide, Bible and pen/pencil

**NOTE:** ALD notifies the participants in skit to gather outside the chapel in costumes.

**9:55 WORSHIP SERVICE**

**Song\***

**Read Matthew 6: 9-15 \_\_\_\_\_**

**Read Matthew 18: 21-35 \_\_\_\_\_**

**Skit of the Unforgiving Servant\***

**Ruler \_\_\_\_\_**

**1st Servant \_\_\_\_\_**

**2nd Servant \_\_\_\_\_**

**Asst. to Ruler \_\_\_\_\_**

**3rd Servant \_\_\_\_\_**

**Meditation: Part 1 - Forgiveness of Others\* \_\_\_\_\_**

**Introduction of forgiveness lists\* \_\_\_\_\_**

SD: We learned from the My World talk that God is love, not just that He loves, but that He IS love. It is in God's love that we can forgive or begin to forgive those who have hurt us.

**Jesus Loves Me Skit\***

**Explains Different Kinds of Love \_\_\_\_\_**

**Witness to God's love \_\_\_\_\_**

**Leads Lord's Prayer \_\_\_\_\_**

**Music**

**10:25 Weekend Guides visit with Stars - Discuss forgiveness lists and add names**

LD: Now, I'd like to ask the Weekend Guides and Stars to meet and talk about the forgiveness lists we're making. Please take your Star Guide, pen and forgiveness lists with you and spread out here in the chapel. Remember this is your list and if you don't want to show it to anyone, no one but God will ever see it.

**10:35 Walk to recreation**

**NOTE:** Ask Table Servants to collect Star Guides, pens, and Bibles to return to Conference Room

**Recreation \_\_\_\_\_**

**Present Agape**

**Restroom break**

**11:05 Pray over Speaker – ALD, PCC, Table Servants**

**11:15 Sing speaker's song \_\_\_\_\_ (optional)**

**Sing "Jesus Loves Me"\***

**Light candle\* \_\_\_\_\_**

**Lead *Introduction Before Each Talk***

**Introduce speaker and state if Lay Person or Clergy\* \_\_\_\_\_**

**Speaker asks team member to pray (optional)**

**Speaker (or team member) leads Lord's Prayer\***

**Talk #5: A Christian\* \_\_\_\_\_**

**Speaker places puzzle piece on puzzle**

**11:30 Announce it is time for silent reflection\* \_\_\_\_\_**

**NOTE:** Ask a question related to the talk just heard. The question will help the Stars concentrate during the period of silent reflection.

**11:31 Announce discussion and summary period \_\_\_\_\_**

**NOTE:** Reinforce to the group that this is discussion time and remind them to appoint a secretary to write down the group's summary of the talk. Also remind the group to complete their Star Guide page on that talk.

**11:50 Explain "What God created me to be" Activity \_\_\_\_\_**

ALD: You heard in the last talk that God is our creator. He is the master potter and we are like clay. God created us, and through His Holy Spirit, He will keep molding us and shaping our lives, if we let Him. In just a moment, the Table Servants will give each of you some clay. Mold that clay into what you think God created you to be. Feel free to use several colors of clay. Be creative as you express, through this activity, what God created you to be.

**NOTE:** An alternative activity could be to tear colored sheets of construction paper and make figures; write a poem or song.

**Table activity "What God created me to be" (play doh sculpture)**

**12:10          Remind about forgiveness lists\***

LD:            Please remember your forgiveness lists. Add to your list as you think of names of those who have hurt you - those God expects you to forgive. Ask God to bring those names to you. Don't be worried about how many or how few you have. This is between you and God. No one but you and God are ever going to see this list.

**Present Community Agape**

**Restroom break**

**Prepare for lunch**

**12:30          Blessing at table\***

**Lunch\***

**1:00          Introduce coordinators, agape, prayer chapel, kitchen and other support team**

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**1:05          Remind about forgiveness lists**

**Clean-up from lunch\***

**Restroom break**

**1:15          Talk on spiritual direction** \_\_\_\_\_

SD:            Yesterday, I talked to you about Spiritual Direction. The Spiritual Directors are here for you. They are here simply to listen to you. I want to encourage you to request Spiritual Direction. If you would like Spiritual Direction please see me or let someone at your table know you want to talk to one of the Spiritual Directors. Would the Spiritual Directors please stand again as I call your names? Remember we are here for you. Don't miss this opportunity.

**1:20          Music**

**1:25          Intro to Birthday Party: You are special!\*** \_\_\_\_\_  
**Birthday party\***

**NOTE:** Table servants should have birthday cakes, cards, plates and banners/decorations ready. The cakes, plates, cups, and decorations should be brought in once the group begins singing Happy Birthday the first time. After the excitement level has dropped a little ask the agape team and or table servants to leave. When the music team begins singing Happy Birthday again, agape and/or table servants bring in a birthday present with a birthday card attached for each Star.

**Restroom break**

- 1:50** Walk to chapel
- 1:55** **WORSHIP SERVICE**  
**Music\***  
**Meditation: Part 2 - Accepting God's forgiveness\*** \_\_\_\_\_  
**Music**
- 2:10** **Return to conference room**
- 2:15** **Restroom break**
- 2:25** **Introduce weekend guide activity: What I believe and wonder about**
- ALD: We will now have Stars join their Weekend Guide for another activity. Please bring your pen/pencil. The Table Servants will distribute handouts to the Stars. I will bring around another handout to each Weekend Guide once you are in your groups.
- Weekend Guides visit with Stars**
- 2:45** **Remind about forgiveness lists**
- 2:50** **Music**  
**Present Agape**
- 3:10** **Pray over Speaker – ALD, PCC, Table Servants**
- 3:20** **Sing speaker's song (optional)**\_\_\_\_\_  
**Sing "Jesus Loves Me"\***  
**Light candle\*** \_\_\_\_\_  
**Lead *Introduction Before Each Talk***  
**Introduce speaker and state if Lay Person or Clergy\*** \_\_\_\_\_  
**Speaker asks team member to pray (optional)**  
**Speaker (or team member) leads Lord's Prayer\***  
**Talk #6: Prayer\*** \_\_\_\_\_  
**Speaker places puzzle piece on puzzle**
- 3:40** **Announce it is time for silent reflection\*** \_\_\_\_\_
- 3:41** **Announce discussion and summary period** \_\_\_\_\_
- 4:00** **Explain family prayer time \*** \_\_\_\_\_  
**Family prayer time**  
**Dinner set-up**



**NOTE:** "Prayer crosses" should be given to each Table Leader beforehand. Dinner should be set up while the table families are praying.

- 4:30**            **Blessing at table\***  
                     **Dinner\***
- 5:00**            **Remind about forgiveness lists**  
                     **Dinner clean-up**  
                     **Restroom break**  
                     **Music**
- 5:15**            **Prayer of commitment to Christ \* \_\_\_\_\_**  
                     **Explain open microphone\* \_\_\_\_\_**  
                     **Open mike\***

LD:                We've had a lot of experiences in the last two days haven't we? One of the things I have really enjoyed is hearing all the talks, where people shared their lives with us. Sharing our joys and our concerns is part of what it means to be a community of faith. Since we are a community of faith, a family, we want to give you the opportunity to share what is on your heart. This is an opportunity for you to share what this weekend has meant to you so far. If you have something you want to say, this is the time to do it.

There are three guidelines: This is not a time to thank us as team members. Any thanks and praise belong to God. If you are going to thank someone, thank GOD!. The second is before you start to share, please say your name and your table family name. Finally, this is not a time for songs or poems or performances, this is a time to share what is on your heart right now with your family in Christ. All right, this is your opportunity to share, who wants to share first?!

**NOTE:** Weekend Coordinator should bring the cross to be used with the forgiveness lists to the chapel by this time.

- 5:45**            **Wrap-up\* \_\_\_\_\_**
- LD:                Many thanks for sharing. There will be more opportunities to share tomorrow. Our day is nearly over. We've heard talks about Prayer, Discovering God's word and being a Christian. We've focused on forgiveness and we'll end our second day with an opportunity to give our forgiveness lists to God. In just a minute we'll go to the chapel. Please bring your Star Guide, pen and your forgiveness list. You won't need anything else. As you are walking to the chapel, pray about your forgiveness list. What has God been saying to you today? What does God want you to do? ***Please take your Star Guides, forgiveness list, and pen***

- 5:55**            **Walk to chapel**  
**6:00**            **WORSHIP SERVICE**

**Song\***

**Meditation: Part 3 - Forgiveness\* \_\_\_\_\_**

**Extra time to add additional names to lists\***

**Forgiveness wrap-up\*(clergy) \_\_\_\_\_**

**Nailing of lists\* \_\_\_\_\_ and \_\_\_\_\_**

**Music \***

**Leads Prayer of St. Francis (in Star Guides) \_\_\_\_\_**

**Music**

**6:40 Meet with Weekend Guide - Weekend Guides give Stars T-shirts and pray with Star\***

LD: Weekend Guides, please see our Agape Coordinator\_\_\_\_\_. Stars, when they return, please meet with your Weekend Guide. They have something special for you. (t-shirts)

**6:55 Good-byes \_\_\_\_\_**

LD: It's hard to believe another day has gone by! But it is now time for you to return to your dorms. Please give your name tag, Star guide and pen to your weekend guide. Make sure you do not take anything back to your dorm tonight that you didn't come with. Get a good night's rest. Tomorrow is another full day. We'll see you here tomorrow at 8:00 a.m. Good night, God bless and we love you.

**7:00 Stars return to dorms**

**Blessing of the crosses at campus chapel \_\_\_\_\_**

**Team cleans-up**

**NOTE:** It is suggested that table families use the following seating rotation. The team members stay in place and the Stars rotate one place to the left (clockwise). This will help Stars to have an opportunity to talk one-on-one with all team members and see the speakers from a different position. Entire table families may be moved to a different table each day as well to allow Stars to sit closer (or farther) from friends or speakers.

**8:00 Team members return to host church for team meeting, prayer and any necessary tasks.**

**Team members return to accommodations.**

\_\_\_\_\_ EPIPHANY # \_\_\_\_\_, 20\_\_\_\_

**DAY 3**

**THE MOST IMPORTANT PARTS OF TODAY ARE:**

Talks 7 and 8  
Burning of Forgiveness Lists (or other appropriate alternative)  
Celebration Party  
Good Samaritan Skit  
Agape Letters  
Pictures  
Closing

**MESSAGE TO THE STARS IS: CHRIST IS COUNTING ON YOU! GOD CALLS YOU!**

**THEME:** *Having experienced the love of God, having reconciled ourselves to others, we go out to love, serve, and grow in Christ Jesus.*

**(TIMES WILL VARY, DEPENDING ON INSTITUTION)**

**6:45            Breakfast and team meeting at host church**

**Note:** Emphasis on centering on God, rather than specific tasks and details, reflecting on theme of day.

**7:15            Team leaves for campus**

**7:30            Team prepares for Stars' arrival  
Everyone helps unload and set up**

**7:45            Team prayer \_\_\_\_\_  
Team lines up by the door to greet Stars with cheers and hand clapping  
as they are announced \_\_\_\_\_**

**Note:** Team forms “cheer line” and greets stars as they come in. Bible verses for the day should be marked in the Bible.

**8:00            Weekend Guide greets Star with carnation and leads Star to family table\***

**8:10            Music\***

**8:30**            **Welcome\* \_\_\_\_\_**

LD:                Welcome back everyone. Keeping that spirit of praise and happiness we are going to have a worship service, a service of celebration.

**8:40**            **Walk to chapel (or outside venue)**  
**CELEBRATION SERVICE**  
**Handwashing**  
**Music\***  
**Meditation\* \_\_\_\_\_**  
**Share one another's burdens**  
**Remove lists, place in bucket and burn (outside); alternatively dissolve lists in water**  
**You have forgiven/You are forgiven**  
**Disposal of ashes and/or water (outside)**  
**Prayer\* \_\_\_\_\_**  
**Music**  
**9:25**            **Return to community room**  
  
**9:30**            **Celebration party**

**Note:** Table servants should have balloons and streamers up in the Conference room. It should look very festive. Chips and dip, banana splits or other types of party food should be served.

**Explain Celebration Party, Star pictures and process \_\_\_\_\_**  
**Take each Star's picture with Weekend Guide and team table family\***  
**Present Agape**  
**Restroom break**

WC:                We celebrate today the gift from God of forgiveness and being forgiven. We want to celebrate your new life in Christ. The Lord has really blessed us this weekend and we are thankful for His love and never ending grace which we have felt all weekend long. To help you remember the weekend, your table leaders and weekend guide, we are going to take a picture. The picture will be given to you immediately and is yours to keep. (Give instructions for how to proceed.)

**9:50**            **Pray over Speaker – ALD, PCC, Table Servants**

**10:00**            **Sing speaker's song \_\_\_\_\_ (optional)**  
**Sing "Jesus Loves Me"\* (~~First verse~~)**  
**Light candle\* \_\_\_\_\_**  
**Lead *Introduction to Each Talk***  
**Introduce speaker and state if speaker is Lay Person or Clergy\* \_\_\_\_\_**

Speaker asks team member to pray (optional)  
Speaker (or team member) leads Lord's Prayer\*  
Talk #7: Love\* \_\_\_\_\_  
Speaker places puzzle piece on puzzle

10:20 Announce it is time for silent reflection\* \_\_\_\_\_

10:21 Announce discussion and summary period \_\_\_\_\_

10:40 Recreation \_\_\_\_\_  
Beverage

11:20 Walk to chapel (ALD notifies the participants in skit to gather outside  
the Chapel)  
Prepare for lunch

#### 11:25 WORSHIP SERVICE

Song  
Scripture Reading - Luke 10: 25-37  
Good Samaritan skit: \*  
Jesus \_\_\_\_\_  
Teacher of Law \_\_\_\_\_  
Man on the Road \_\_\_\_\_  
Robbers \_\_\_\_\_  
Priest \_\_\_\_\_  
Levite \_\_\_\_\_  
Good Samaritan \_\_\_\_\_  
Innkeeper \_\_\_\_\_  
Meditation: Discipleship\* \_\_\_\_\_  
Music

11:55 Return to conference room

12:00 Blessing at table\*  
Lunch\*

12:30 Restroom break and lunch clean-up

12:35 Music

12:50 Introduce Agape letters\* \_\_\_\_\_  
Agape letters presented  
Support team prays for Stars

**1:10**            **NOTE:**    Spiritual Director and Assistant Spiritual Directors remain in conference room with stars for ministry. In order to give a modicum of privacy, other team members leave and gather in prayer.  
Restroom break

**1:30**            **Refreshments at table**

LD/ALD:        You may not have had time to finish your letters. There will be days and weeks ahead to enjoy them. Please put your letters away in your letter bag. It's time for another talk.

**1:35**            **Pray over Speaker – ALD, PCC, Table Servants**

**1:45**            **Sing speaker's song\_\_\_\_\_ (optional)**  
**Sing "Jesus Loves Me"\* (First verse)**  
**Light candle\*\_\_\_\_\_**  
**Lead *Introduction Before Each Talk***  
**Introduce speaker and state if Lay person or Clergy\*\_\_\_\_\_**  
**Speaker asks team member to pray (optional)**  
**Speaker (or team member) leads Lord's Prayer\***  
**Talk #8: You Can Do It\* \_\_\_\_\_**  
**Speaker places puzzle piece on puzzle**

**2:05**            **Announce it is time for silent reflection\* \_\_\_\_\_**

**2:06**            **Announce discussion and summary period \_\_\_\_\_**

**2:20**            **Explain closing\* \_\_\_\_\_**

LD:              Our time together has been packed! Think back to Friday, Saturday and today. I talked on the first day about a puzzle and having all the pieces before you could begin to decide what this experience means to you. You have most of those pieces now and it's a good opportunity to start seeing what the whole picture looks like.

At the end of every Epiphany, we have a time of sharing. One Star from each table family will tell the group what Epiphany has meant to your table family, by answering three questions.

First: Please look at the handout your table servant (unless it is in the Star Guide) is giving you. Second: Please write down your answers to the three questions. Third: Please select one Star to write a summary of what Epiphany has meant to the Stars at his/her table. Fourth: Please share with your table families your answers to the three questions.

1.            What was my relationship with God as I began Epiphany?

2. What have I discovered about myself, others and God during Epiphany?
3. As a Star in God's world, where do I plan to shine after this weekend?

This will not be a time for anyone to read any prepared material such as poetry nor will it be a time to perform. It is a time to share with us what has happened to you this weekend. (Please leave some time here for reflection on these questions.)

**Distribute handout with questions for closing on it\***

**2:25 Table families discuss answers to three questions\***

**2:45 Explain weekend guide program/follow-up\* \_\_\_\_\_**  
**Weekend Guides and Stars meet to discuss Star Reunions**  
**Fill out Star Information Form and pray with Star\***

**3:05 Cross Ceremony: "Jesus Loves YOU!"\* Lay Dir. & Spiritual Dir.**

**Commissioning: Jesus loves you and wants you to be His disciple**

**NOTE:** This can also be moved to be part of the Closing Chapel Service

SD: By now you know that you are called stars. Stars are beautiful and fascinating, aren't they? On a clear night, they light up the sky. They give off energy and different colors. You are beautiful and fascinating, full of energy--like stars. If you choose, you can be a part of the heavenly array of stars in God's kingdom. The question is not whether God wants you to be in God's kingdom. The question is, will you say "yes" to God?

Do you want to say "yes" to God? Do you love the Lord Jesus Christ?  
(Pause to let the question sink in.)

Just as God called members of the team to be disciples, God is calling you to be a disciple. A disciple is one who follows Jesus. Will you follow the Lord Jesus Christ? (Pause to let question sink in.)

A disciple shares the love of Jesus with others, in words and actions. If you have experienced God's love during this Epiphany weekend, you are a witness to the power of that love. The question you have to answer now is, will you share what you have experienced with others? (Pause to let question sink in.)

There are many different ways to share God's love with others-like when you are around people who want to fight. Jesus commands us to love everyone - not just our friends but our enemies, too. It takes a big person to walk away from a fight, and an even bigger person to love their enemies. That's living as a disciple of Jesus!

Here's a good way to remember how Jesus wants us to treat the people around us: Make a friend. Be a friend. Bring a friend to Christ. Show how much you love Jesus by the way you love others. Then, share with them what Jesus has meant to you. Remember, you are not alone: pray and the Holy Spirit will help you to say the right words.

After Jesus' physical death, he appeared to Peter and several other disciples. Jesus was on the shore and motioned for them to come in from their fishing. Peter initially was overjoyed. Then Jesus began to press Peter for a commitment. Three times Jesus asked, "Do you love me?" With increasing discomfort Peter replied, "Yes, Lord, you know I love you." That wasn't enough for Jesus. He told Peter, "Feed my lambs. Tend my sheep. Feed my sheep. Follow me." The situation had changed. Jesus was no longer living physically with the disciples. And since Jesus was not there in person, He counted on His disciples to share the good news of Christ. Jesus was counting on them. And Jesus is counting on us.

Some of you weren't sure why you came this weekend, but you've now decided that you're interested in God and investigating the things of God. You want to know God better. If so, this is the time to tell God that. Some of you have never made a commitment to Jesus Christ but this weekend you have become convinced that Jesus is the Son of God and you want to state that now to God. Some of you have made a mental decision that Jesus is the Christ, but you've never decided to be a disciple of Jesus – to learn to be like Him in everything in your life. This would be the time to tell Jesus that. Some of you have accepted Christ and you see that you have much more to do to connect with God and build a life with God. You see that you need to pray, read your Bible and worship with other Christians. There may also be some of you who aren't ready to take the step to accept Jesus as your Savior and follow Him. Wherever you are in your life and faith, we love you and so does Jesus.

A cross was bought for each of you as an expression of love. Last night, the team had a worship service. We prayed over each one of these crosses, and we prayed for each of you by name. This cross is not an ordinary piece of jewelry. It's not a good luck charm. It is a symbol of Jesus' love and sacrifice for us all. This cross is offered to you with the hope that you will keep it as a reminder that Jesus loves you and needs you, and that you need Jesus. It is your choice whether to accept the cross or not. Whether you accept the cross or not, we love you and so does Jesus.

(If using the metal Epiphany crosses, continue with these two paragraphs.) On the front of the cross is engraved the Epiphany cross. It symbolizes our mission as Christians. The Epiphany cross points four different directions, North, South, East and West, symbolizing that, as Christians, we must share Jesus' love with everyone, wherever we go and whatever we do.



On the back of the cross are the words, “Jesus loves me”. Since we’ve been together we’ve sung “Jesus loves me, this I know: for the Bible tells me so” many times. We hope you know Jesus loves you, and that because you know, you too will share His love with everyone you meet.

Let us pray. (A prayer of commitment and dedication should be prayed here.)

**LD:** We told you about Jesus' questions to Pete 2000 years ago. Those words in the gospel of John aren't only for Peter. They are for us today. I want you to close your eyes now. Listen, God is speaking to your heart today. (pause to have them close their eyes)

Jesus calls you by name and asks, “Do you love me?” (pause) Within yourself, how do you answer? Jesus says, I love you. Do you love me?” (pause) You may open your eyes.

The cross that is offered to you this day tells you of God's love, your growing love for Christ Jesus and God's challenge to follow Jesus!

I will call each table family forward. I will offer each one of you a cross, putting it around your neck, and saying, “Jesus loves you.” Your response will be “And I love Jesus.” If you cannot make a commitment or recommitment to God, and you do not wish to receive a cross, please come with your table family and simply fold your arms across your chest (demonstrate) and I will not put a cross around your neck. It is your choice whether to accept the cross or not.

(Spiritual Director gives cross to Lay Director and Lay Director puts cross around each Star's neck.)

And remember, whether you accept the cross or not, Jesus loves you, and so do we!  
The table family of \_\_\_\_\_ please come forward.

**Note:** Each table family is called up and a cross offered to each Star.

**3:40            Wrap-up and good-byes\* \_\_\_\_\_**

**NOTE:** Musicians should leave now for closing.

**NOTE:** The closing should be set up so the Stars have a special place to sit in the chapel, ideally by table families. The support team should sit in another designated area toward the front. The rest of the community should fill in the remaining seats. The chapel should be decorated with banners and other festive adornments. The lectern should be in the front of the room and the sound system should be set up and tested before the Stars arrive. The puzzle should be set up near the front and the last remaining puzzle piece should be taped under one of the Stars chairs so s/he can find it.

LD: Do you remember the anxiety, the concern, the mixed feelings and curiosity--maybe even hostility--that you had when you came to Epiphany on Friday morning? By now, we hope the negative feelings are gone. However, there are others who have not gone through an Epiphany and probably have many of the feelings you did on Friday. Encourage those who are curious about Epiphany to participate in an Epiphany. The next Epiphany here is scheduled for \_\_\_\_\_.

**Refreshments at table**  
**Restroom break**

LD: It is nearly time for closing the weekend. At the end of Closing you will go directly from the chapel to your dorm. We'll give you a few minutes to gather up your agape and to say your good-byes. Remember to attend the follow-ups. God bless you and we love you!

**3:55 Walk to chapel for closing**

**4:00 Closing \_\_\_\_\_**

**Processional (Community sings as Stars enter)\***

**Song (Everyone sings at least one song together)\***

**Lay Director Introduction\***

LD: You may be seated. Welcome to the closing of \_\_\_\_\_ Epiphany # \_\_\_\_\_. My name is \_\_\_\_\_ and I have had the privilege of being the Lay Director for this weekend. The Holy Spirit has been powerful and we are all very thankful for God's blessings.

Members of the Christian Community, I present to you the men/ladies of \_\_\_\_\_ Epiphany # \_\_\_\_\_, the newest members of our family. (Community applauds)

(Turn to Stars) Stars, here are your brothers and sisters in Christ who are part of your Christian family. They have been praying for us night and day, cooking our meals, doing Agape for us, and helping us all weekend long. You are now part of this community, and they have come to share this closing with you.

(To Community) To let the Stars know of the various communities that have supported this weekend, please stand as I call out the name of the fourth-day community of which you are a part. I want you to stand if you have been a participant or on the team for the 3-day event; for some of you that means getting up more than once. Chrysalis, Cross, Cursillo, Happening, Kairos, Kairos Outside, Pilgrimage, Search, Tres Dias, Torch, Via de Christo, Walk to Emmaus. Did I miss anyone?

Stars, as we came in, the community was singing to you. Our Music Directors have noted that you like to sing \_\_\_\_\_. Would you like to sing that one more time? (Musicians lead everyone in a song.)

We had a wonderful team for \_\_\_\_\_ Epiphany # \_\_\_\_\_. Each member was truly led by the Holy Spirit. Would the team for \_\_\_\_\_ Epiphany # \_\_\_\_\_ please stand? (Team stands)

Thank you.

(To Stars) Remember this afternoon when we gave you three questions to answer and a Star was selected from each table family to give your table family's summary of the Epiphany weekend? Well, now it's time to share those summaries. When I call your table family name, we would like to have all the members of the table family come down to the lectern. Each Star will give his/her name and the name of his/her table family. The table representative will introduce himself last and give the summary for his/her table. When he/she concludes his/her summary, the table family will return to their seats.

For those of you who are going to speak, may I remind you again that this is not a time to thank anyone who has assisted in putting on this Epiphany weekend. This weekend has been God's gift to you. All thanks and praise go to God. Also, please remember that this is not a time for poetry or other performances. Please limit your comments to two (2) minutes, and don't forget to give us your name and table name again.

(Lay Director calls table families: Generosity, Joy, Kindness, etc.)

(After all representatives have shared) Any other Stars who would like to share their answers to the three questions may do so at this time. Please remember that all thanks go to God. Also, remember that this is not a time for performances.

(Stars share what the weekend meant to them. Allow all the Stars that want to share.)

Thanks for sharing. It means a lot to all of us.

I would also like to introduce a few more people who have helped make this weekend possible and ask if they have anything they would like to share as well. (Institution/Facility representative, Chaplain, State Committee Representative, National Office Representative, etc.)

(Speaking to the Stars) Well, the weekend is almost over and everything is complete except for the puzzle. All the parts are in place with the exception of one. We asked you on day one not to judge the weekend until all the parts of the puzzle were in place. Now that the weekend is almost over, we need the last part of the puzzle to be placed with the other parts.

But what is left? As important as each part is, the one that is missing not only completes the puzzle but it explains why God sent us your way. The part that is missing is you - the Stars. You are why we are here. Without you the puzzle could never be complete.

One of you will be coming up here to place the last piece of the puzzle on the puzzle board. This person will represent the community of Stars, and will put the final piece on the board. By your action you are saying, "We get the picture."

Fixed to the bottom of one of your chairs is a puzzle piece. If the puzzle piece is under your chair, take it off and bring it up here and complete the puzzle. (Star brings piece up and puts it on puzzle.) Great. Thank you \_\_\_\_\_. And the puzzle is now complete.

Before the weekend is over, I have asked \_\_\_\_\_ to speak to us about his/her experience after his/her three-day weekend.

**5:00 Last/Fourth day speaker Pt. 1 \_\_\_\_\_**

LD: Now \_\_\_\_\_ will speak as well. (Part 2)

**5:15 Instructions for dismissal\* \_\_\_\_\_**

LD: As you know Stars, the team will be leaving soon but remember many of the team members will be back to see you during the Star Reunions, our follow up sessions, every other \_\_\_\_\_ beginning \_\_\_\_\_. Don't let anything or anyone separate you from your knowledge, that "the Lord your God is with you wherever you go" (Joshua 1:9). You are not alone. God loves you and so do we. Remember we will be praying for you. May God Bless you and keep you!

**Closing prayer and leads Lord's Prayer\***

\_\_\_\_\_ will you lead us in prayer, closing with The Lord's Prayer?

Before we leave, let's sing just one more song! Musicians, let's sing \_\_\_\_\_

That was GREAT! At this time, I would like the TEAM to form a "good-bye" line down either side of the aisle. We want the Stars to have a "love chain" to pass through as they leave the chapel. When the line is formed, Stars, if there are people you want to say a special, quick goodbye to, please feel free to do so as you leave. Remember Stars, WE LOVE YOU! The rest of the Christian community should please remain seated until the Stars have departed.

**Good-bye Line :** If the Institution/Facility permits, hugs may be shared between Team and Stars.

**5:30 Stars depart, Team prays, cleans up, packs up and leaves. THANKS BE TO GOD!**

## **WEEKEND HANDOUTS** (may be included in Star Guide)

### Discovering God's Word

Where is the table of contents? \_\_\_\_\_

Name four books of the Bible.

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

What are the names of the two parts of the Bible?

(1) \_\_\_\_\_ (2) \_\_\_\_\_

What is the Old Testament about? \_\_\_\_\_

What is the New Testament about? \_\_\_\_\_

In what book is the story of creation found? \_\_\_\_\_

Name one book written by one of the prophets? \_\_\_\_\_

What four books tell the most about the life of Jesus?

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

What are these four books called? \_\_\_\_\_

What is an epistle? \_\_\_\_\_

Name one of the Epistles in the New Testament? \_\_\_\_\_

Find the following scriptures:

John 3:16

Philippians 4:13

Isaiah 12:2

Psalms 23:6

On what page is your favorite verse? \_\_\_\_\_

## What I Believe and Wonder About Activity

**Listed below are words that are used by Christians. Look at these words.**

**Which ones do you know? Which ones don't you know? What do they mean?**

**What do they mean to you?**

1. Baptism
2. The Bible
3. Church
4. Communion
5. Conversion
6. Discipleship
7. Faith
8. Forgiveness
9. God
10. Grace
11. Holy Spirit or Holy Ghost
12. Jesus Christ
13. Prayer
14. Salvation
15. Eternal Life
16. Christian
17. Repentance

# What I Believe and Wonder About

## Guides for Describing and Defining

**NOTE:** Persons who have been Christians all of their lives continue to grow in their understanding of the ideas and beliefs listed here. What is important is to begin to understand and be willing to grow in further God-given knowledge.

**1. BAPTISM:** An act to show we are sorry for past sins. In baptism God blesses the one who is baptized. It may be done by immersion, pouring or sprinkling. It does not need to be repeated. Acts 2:37-42.

**2. THE BIBLE:** God's Holy word to all people. A book of smaller books; written by many people over many years. The writing was inspired by God. 2 Timothy 3: 16-17.

**3. CHURCH:** All those who believe in Christ and are held together by their love for God and one another. Christ is the head of the church. Also "church" means the building where people worship. 1 Corinthians 12:12-13.

**4. COMMUNION:** Sometimes called the Lord's Supper or Eucharist (that means giving thanks). It reminds us of Jesus' giving his life for ours. It is a memorial of the sufferings and death of Christ and a token of love and union that Christians have with Christ and with one another. It can be solemn or joyful. Luke 22:17-20.

**5. CONVERSION:** Change, especially turning away from our sinful ways and turning to God. When we are willing to change, God makes that change possible through the Holy Spirit. It does *not* mean we will never sin again. Mark 1: 14-15.

**6. DISCIPLESHIP:** Following Christ the Lord and living for him. This comes after conversion and means our being Christ-like and sharing what God has done in our lives, with others. Matthew 16:24-25 and 28:18-20.

**7. FAITH:** Believing in something or someone so much that you are willing to trust yourself to that thing or person. Faith in Christ means following and trusting even when we don't see any evidence of Christ. Hebrews 11:1-3.

**8. FORGIVENESS:** Choosing not to hold anything against someone for what the person has done. It does not mean we have to forget what the person did. Matthew 6: 14-15, 2 Corinthians 2:5-11 and Luke 23: 33-34.

**9. GOD:** Creator of the world who has no beginning and no end. God is all-knowing and all-good. There is only One true and living God. God is love and loves all people. Genesis 1, John 1.

**10. GRACE:** Getting something good when you don't deserve it. When God forgives us, it is through God's grace that is done. Ephesians 2: 8-9.

**11. HOLY SPIRIT (GHOST):** Although we can not see the Spirit of God (Holy Spirit), we can feel the effects of the Holy Spirit's work. The Spirit is to guide us, comfort us and help us remember what we have been taught to do. The Spirit can not be separated from God: they are one. John 18:25-26 and John 4:24

**12. JESUS CHRIST:** God made visible to human beings, by taking on human nature--yet without sin. He was sent to earth so we could understand God better and we would know that God understands us better. Jesus died for our sins so that we might have eternal life. Hebrews 2:16-18 and 4:15 and John 14:10-14.

**13. PRAYER:** Talking with, and listening to God. There are different ways we can pray: praise, thanks, confession, intercession, as well as listening quietly for God to guide us. Matthew 6:5-15 and Luke 11: 1-4

**14. SALVATION:** Belief that repenting of our sins and accepting Jesus Christ as Savior saves us from the penalty which our sin deserves. Romans 6:22-23 and Ephesians 2: 8-9.

**15. ETERNAL LIFE:** Belief that in another form (spirit or soul) we will live forever, because of believing in Christ. John 10:28 and 11:25-26, and Romans 6:23

**16. CHRISTIAN:** One who believes in Christ, accepts Christ as Savior, and follows Christ's teachings. Acts 11:26.

**17. REPENTANCE:** Changing through the Holy Spirit of the direction of **one's** life for the better. A conscious turning from evil, disobedience, or sin to the living God in Christ. Matthew 4:17, Acts 17:30-31



## Questions for Closing

1. What was my relationship with God as I began Epiphany?
2. What have I discovered about myself, others and God during Epiphany?
3. As a Star in God's world, where do I plan to shine after this weekend?

**The Star Information Sheet may be modified to obtain significant and appropriate information to remain in contact with the Stars.**

## Star Information Sheet

STAR'S  
NAME \_\_\_\_\_

LIVING UNIT \_\_\_\_\_ IDENTIFICATION NUMBER \_\_\_\_\_

BIRTHDAY: MONTH \_\_\_\_\_ DAY \_\_\_\_\_ YEAR \_\_\_\_\_

SCHOOL \_\_\_\_\_

FAVORITE HOBBIES/ACTIVITIES

\_\_\_\_\_

CHURCH YOU PLAN TO ATTEND

\_\_\_\_\_

PRAYER REQUEST(S)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**STAR'S SIGNATURE**

\_\_\_\_\_  
**DATE**

**NOTE:** The STAR INFORMATION SHEET will help the members of the Epiphany team stay in touch with you. The STAR INFORMATION SHEET will also help us pray specifically for your needs. You are under no obligation to complete the STAR INFORMATION SHEET or any part of it.

# JOBS AND CHECKLISTS

## Lay Director

### Lay Director Checklist

The Lay Director is selected by the State Committee to lead a team through team formation. S/he is in charge of the weekend and leads the team and Stars through the weekend. Responsible to the State Committee for the conduct of the weekend. Principal person directing the weekend's activities. Solves problems. Deals with team discipline. Selects the team and makes team assignments. Contact person with the State Committee. Responsible for team preparation and adherence to Team and Institution/Facility rules, *Epiphany Weekend Guide Program Regulations and Selected Policies and Procedures of Epiphany Ministry, Inc.*

<u>ITEM</u>	<u>COMPLETED</u>
Prays daily for guidance from the Holy Spirit for the Epiphany ministry and weekend, potential team members, Stars, and Institution/Facility Personnel.	_____
Receives Epiphany State Committee approval for weekend Spiritual Director and Assistant Lay Directors.	_____
Selects a local church for team meetings prior to the weekend and for team meetings and food preparation during the Epiphany.	_____
Gets selected church's permission to use their facility and ask pastor to sign "Host Church Authorization" form.	_____
Meets with Advising Lay Director, Assistant Lay Directors and Spiritual Director to plan team assignments, team meetings; discuss team responsibilities and other needs.	_____
Receives approval from State Committee or the State Team Selection Committee for all team members.	_____
Reminds team members that they must be present for team meetings and entire Epiphany weekend.	_____
Asks lay persons and clergy persons to serve on the team.	_____
Selects team at least two months prior to weekend. Invitations to serve on team should either be in person or by phone. (Remember a	

team member must have made a similar weekend in their own three day community or attended an approved orientation.)

\_\_\_\_\_

Selects and recruits Weekend Coordinator.

\_\_\_\_\_

Sets team meeting dates.

\_\_\_\_\_

Sends letters with team meeting dates and weekend schedule to team members at least two weeks prior to first team meeting.

\_\_\_\_\_

Prepares "Team Assignment Roster" by the last team meeting. Gives copies to the State Committee Representative, Newsletter Editor and team members.

\_\_\_\_\_

Makes arrangements with food service committee for team meeting snacks and lunch.

\_\_\_\_\_

If necessary, meets on campus with Weekend Coordinator and Institution/Facility personnel to discuss any weekend campus setup and logistical requirements.

\_\_\_\_\_

Arranges meeting with potential Stars as soon as possible. An Institution/Facility Representative should also attend.

\_\_\_\_\_

Secures Star list from Institution or State Committee Facility Liaison as soon as possible prior to the weekend. (If your State Committee has a Facility Liaison, this person should handle all communication with the Institution.)

\_\_\_\_\_

Provides list to team members for preparation of personal agape.

\_\_\_\_\_

Encourages team members to solicit support from their Christian Community during the weekend. Prayer, agape and closing attendance are tangible ways to help.

\_\_\_\_\_

Checks with State Committee Representative to make sure there is an adequate supply of Star Bibles, Star Guides, crosses, and song books.

\_\_\_\_\_

Assigns responsibility for coordinating Star Reunions after the weekend. (Ideally an Assistant Lay Director).

\_\_\_\_\_

Assigns one Assistant Lay Director to be weekend guide coordinator. \_\_\_\_\_

Assigns Assistant Lay Directors responsibilities. \_\_\_\_\_

Assures team is aware and agrees to follow all of the Epiphany rules. \_\_\_\_\_

Prepares for team meetings. \_\_\_\_\_

Makes sure the Institution or State Committee Facility Liaison has had each participant sign a form which states that they are volunteering to participate in the program. \_\_\_\_\_

If used, prepares table assignment pie chart. \_\_\_\_\_

Make Copies of What I Believe and Wonder About, Discovering God's Word, Celebration Service Responsive Readings and Questions for Closing for each Star. NOTE: It is recommended to include these In the Star Guides. \_\_\_\_\_

Prepares list of Prayer Partners or Groups. \_\_\_\_\_

Prepares team manuals and other materials. \_\_\_\_\_

Leads team meetings and weekend. \_\_\_\_\_

Ensures all team members understand duties and responsibilities. \_\_\_\_\_

Ensures ecumenical integrity of weekend. \_\_\_\_\_

Arranges for two speakers for the Last / Fourth Day Talk (the first speaker may be a Star from a previous Weekend) at Closing. \_\_\_\_\_

Is responsible for ensuring that the Weekend Report is completed and sent to the State Committee. Coordinates team member reimbursements for approved expenses. \_\_\_\_\_

Writes and sends thank you cards to the Institution/Facility Staff. \_\_\_\_\_

## Epiphany Evaluation

**PURPOSE:** Many of parts of the Epiphany program have no precedent in Emmaus, Cursillo, Chrysalis, etc. Because we have so many unique aspects, we would like your input and observations. Please prayerfully complete this evaluation.

QUESTIONS:

1. What parts of the program do you feel are ideal already? Please list or describe as many as possible.
2. What improvements in the program would you suggest? Please list or describe as many as possible.

OTHER COMMENTS OR SUGGESTIONS:

NAME (OPTIONAL) \_\_\_\_\_

PLEASE RETURN THIS FORM TO \_\_\_\_\_

**Epiphany Weekend Report**  
(Please file with your State Committee)

Facility \_\_\_\_\_

Weekend Number: \_\_\_\_\_ Date: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Lay Director: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Number of Stars: \_\_\_\_\_ Sex of Stars: \_\_\_\_\_

Number of Inside Team Members: \_\_\_\_\_

Number of Kitchen Team Members: \_\_\_\_\_

Number of Observers: \_\_\_\_\_

Number of Institution/Facility Personnel: \_\_\_\_\_

TOTAL PEOPLE INVOLVED, INCLUDING STARS: \_\_\_\_\_

**COSTS ASSOCIATED WITH WEEKEND**

(Round up to the nearest dollar)

Capital Expenses	\$ _____
(Please enclose an itemized list of each item purchased)	
Rental Equipment	\$ _____
Food and Food Supplies	\$ _____
Conference Room Supplies	\$ _____
Bibles for Stars	\$ _____
Crosses for Stars	\$ _____
T-Shirts for Stars	\$ _____
Carnations for Stars	\$ _____
Other (Including donated)	\$ _____
<b>TOTAL COSTS FOR WEEKEND</b>	<b>\$ _____</b>

**PLEASE SEND THIS REPORT AND THE FOLLOWING TO YOUR STATE COMMITTEE; KEEP INDEFINITELY**

- Team Roster and Team List with addresses and phone numbers
- Team Applications and Epiphany Evaluations
- Star Information Forms (if permitted by law)
- Signatures of team members agreeing to abide by *Team Rules*, *Epiphany Weekend Guide Program Regulations*, and *Selected Epiphany Policies and Procedures*

## Advising Lay Director Checklist

The Advising Lay Director is the individual who served as LD on a recent Epiphany weekend at the Institution/Facility holding the current weekend. The State Committee may appoint another past Lay Director if necessary. S/he is present to assist, support and advise the Lay Director and Assistant Lay Directors of the weekend.

<u>ITEM</u>	<u>COMPLETED</u>
Assists wherever possible preparing for team meetings.	_____
Meets with the Lay Director, Spiritual Director and Assistant Lay Directors to plan team assignments, team meetings; discuss team responsibilities and other needs.	_____
May assist Lay Director in leading team meetings.	_____
Is especially available to first-timers and makes them feel at home during team meetings.	_____
Fills in at tables when a team member is away because of giving a talk, meditation and/or skit.	_____
Observes the weekend in the Conference Room.	_____
Is able to stand-in for the Lay Director in case of an emergency or should the Lay Director not be able to finish the weekend.	_____



## Assistant Lay Director Checklist

The Assistant Lay Directors help the Lay Director prepare the team for the weekend. Assists the Lay Director wherever possible or assigned. Responsible for keeping the weekend running smoothly and on schedule. Supervises committees.

<u>ITEM</u>	<u>COMPLETED</u>
Assists wherever possible preparing for team meetings.	_____
Meets with Lay Director, Spiritual Director, and Advising Lay Director to plan team assignments and team meetings and discuss team responsibilities, and other needs.	_____
Meets with the Institution/Facility liaison to present all agape, equipment, supplies, birthday gifts for written approval, if possible and if required by Institution/Facility.	_____
Assists Lay Director in leading team meetings.	_____
Arrives early for all team meetings to help set up meeting facility.	_____
Has available copies of talk critique sheets for team members to use in critiquing talks during team meetings (has several per team member).	_____
Sets up for talk critiques including setting up talk rooms with a podium, a candle, a Bible, and critique sheets.	_____
Sets up who prays before and after talk with speaker being critiqued, divides team into critique groups, and ensures each group has critique sheets and a secretary.	_____
Leaves late from all team meetings to assist with clean-up.	_____
Sets up supplies and handouts for each team meeting.	_____
Gets to know every member of the team.	_____
Is especially available to first-timers and makes them feel at home during team meetings.	_____
Is a servant to team members.	_____

Meets with all assigned groups along with the Lay Director (i.e. music, agape, prayer chapel) to ensure team members understand responsibilities and duties.	_____
Follows up with assignment groups to ensure tasks are being completed.	_____
Checks with life of Christ and skit participants to ensure they have costumes.	_____
Passes visitor's list for closing around at team meetings and once the list is completed gives to State Committee Facility Liaison Rep.	_____
Collects team applications from all team members and once all applications have been collected gives them to State Committee Facility Liaison Representative.	_____
Helps set up conference room with speakers' visual aids, notes, etc.	_____
Follows the schedule and makes sure the weekend is running smoothly and on-time.	_____
Notifies Lay Director about the relationship between current time and scheduled time.	_____
Makes sure during the weekend that agape, refreshments, and other committees know when the group is moving to the next activity.	_____
Notifies prayer chapel, agape, coordinator and table servants if the weekend is running ahead or behind schedule or if any major time changes in the schedule are made.	_____
Keeps order by instructing participants on what to do and where to go according to the program schedule.	_____
Keeps group quiet by raising hand.	_____
Notifies speaker and music director when ready for the next talk.	_____
Lights candle, announces next talk.	_____
Blows out candle after each talk.	_____

Counts the Stars to ensure all are present.	_____
Checks with table servants to see if meals are ready.	_____
Announces silence, discussion, poster or activity time, or other movements and actions necessary.	_____
Marks community room and chapel Bibles with any scriptures that will be read that day.	_____
Notifies speakers when it is time to go to the prayer chapel.	_____
Prays with speakers before and after their talk.	_____
Reminds table leaders to stay with their table at all times.	_____
Asks Agape Committee during the weekend to present and announce agape letters, items.	_____

## Spiritual Director

### Spiritual Director Checklist

The Spiritual Director is the primary clergy leader for the weekend. The Spiritual Director is nominated by the Lay Director and approved by the State Committee. Alongside the Lay Director, the Spiritual Director is responsible for the proper preparation of the team; for the overall weekend spiritual tone and direction; and for maintaining the ecumenical integrity of weekend. S/he coordinates the Assistant Spiritual Directors and assists Lay director in meditation and talk assignments. The Spiritual Director is available for counseling anytime during the weekend. The Spiritual Director also sits at a table as the Spiritual leader for one of the tables.

<u>ITEM</u>	<u>COMPLETED</u>
Prays daily for guidance from the Holy Spirit for the Epiphany ministry and weekend, potential team members, Stars, and Institution/Facility Personnel	_____
Helps select and recruit Assistant Spiritual Directors	_____
Assists Lay Director in building and preparing the team	_____
Meets with Lay Director, Assistant Lay Directors and Advising Lay Director to plan team assignments and team meetings and discuss other needs	_____
Plans and coordinates with Assistant Spiritual Directors, Lay Director and Music Leaders all team meetings and weekend worship services, including Commissioning, Blessing of the Crosses, Forgiveness Lists, Cross Ceremony And Commissioning of Stars, and the Celebration Service	_____
Meets with Assistant Spiritual Directors to ensure they understand their role and responsibilities, rules and the importance of their participation at all team meetings and during the entire weekend	_____
During team training ensures the theological integrity of all talks	_____
Assigns clergy talks and meditations	_____
Available throughout the team formation process as a Spiritual Director and Pastor to the team	_____
Available throughout the weekend as a Spiritual Director to the Stars	_____

## Notes for Spiritual Directors

Though Epiphany is a national copyrighted program for ministry to incarcerated and troubled youth, each state has its own legal systems and each institution has unique procedural regulations. For instance, the time the team may be in the facility varies considerably across the country. The disposal of the forgiveness lists may need to be modified at each institution. An alternative to burning lists is dissolving them in a transparent container. In this case, using rice paper speeds the dissolving process. The type of materials allowed for agape, Star crosses, and so forth, may vary from place to place, and even from time to time in one facility. There may be regulations on bringing foods into the institution. Most of these variations do not directly impact the Spiritual Director (SD) and her/his assistants (ASDs). However the schedule is always subject to modification, and the place and method of disposing of forgiveness lists and presenting the crosses do affect the Spiritual Directors.

Within the institutional setting of Epiphany, the staff chaplains are the only ones who may “convert” a ward to Christianity. We enter the facility to demonstrate God’s love, mercy, forgiveness, and redemption in Jesus Christ. Epiphany, like any three-day program, is meant to invite, encourage, and enlighten the participants. We are not there to convince the wards that our particular church or denomination is the best for them. Obviously, each of us has reasons to practice our faith in a particular church.

### Team Formation

Please review the Team Rules, Selected Policy and Procedures of Epiphany Ministry, Inc., Weekend Overview and Team Commitment Statement. Also, please attend and participate as fully as possible team meetings to form the team community. The Spiritual Director is responsible for introducing new assistants (ASDs) to their role in Epiphany and, with the concurrence of the lay Director, assigning a number of talks, meditations, and prayer services. All SDs are usually at tables, so it is helpful to get to know our table partners before we meet our STARS. The SD and/or an ASD will provide a prayer service for each of these meetings.

### Weekend

The most important part of the team meeting the evening before the weekend is the team commissioning service. The introductory part of the team commissioning is to be led by an ASD; s/he may modify the introductory part.

We recommend that the SD assign an ASD several weeks in advance so the ASD can select a Scripture passage or passages and a reflection that fits the particular team. Both the Spiritual Director and Assistant Spiritual Directors are encouraged to modify the model to fit the team. Music is usually available, since most musical instruments do not go into the Institution/Facility until the next morning. Brevity is vital and a calming tone is beneficial.

The “Celebration Service” leaves a lot to the SD’s creativity and the length of the service depends on the inside workers preparing for the ice cream party! Flexibility and having the ASDs prepared to tell a story of forgiveness is helpful. It is important to check with the

coordinator the night before to be sure that everything is available: lens paper, nails, hammer, large cross, responsive reading sheets, burn bucket, 2 pitchers and large bowl and towels. ASDs assist with the hand washing.

**Supplemental Schedule**  
**Spiritual Directors**  
 Epiphany # \_\_\_\_

Time	Task	S. Director
Friday 8:00PM	Team Commissioning Service	SD/ASD/LD
Day 1		
7:45am	Team Prayer (at Facility)	
9:05am	Introduce SD and ASDs	
1:50am	Talk: "You are not Alone"	SD
3:05am	Prodigal Child Meditation	
6:00pm	Life of Christ Wrap-up	
6:50pm	Examination of Conscience	
8:00pm	Prayer at Team Meeting	
Day 2		
7:45am	Team Prayer (at Facility)	
(various)	Forgiveness Meditation Series (lay person)	
9:55am	Introduce Forgiveness Lists	
11:15am	Talk: "A Christian"	
1:15pm	Reminder about Spiritual Direction	
4:00pm	Introduce Table Prayer	Lay Person/SD
5:25pm	Prayer of Commitment	
6:00pm	Forgiveness Wrap-Up	
8:00pm	Team Prayer Service, Bless Crosses	
Day 3		
7:45am	Team Prayer (at Facility)	
8:40am	Celebration Service	SD /ASDs
11:25am	Good Samaritan/Discipleship Meditation	
3:05pm	Presentation of Crosses to Stars	LD/SD
5:15pm	Closing Prayer for Weekend	Chaplain

## **Suggested Weekend and Morning / Evening Prayers**

### **Scripture and Prayer for the Evening**

Jesus said to them, "I am the bread of life. Whoever comes to me will never be hungry, and whoever believes in me will never be thirsty." John 6:35

O God, to be honest I am not very familiar with really denying myself. Guide me during this sacrificial time to turn my eyes upon your Son, Jesus the Christ. Help me to learn from his perfect life how to live more fully my own imperfect one.

I ask your blessing upon this spiritual food which I am partaking: may it strengthen me for service. I ask your blessing upon all those who share this fast. I ask your loving compassion upon those who hunger for your spiritual food.

Open my hands and heart to help relieve their suffering by sharing with them what you mean in my life. I make this prayer to your glory, merciful God, in the name of Jesus, the Bread of Life. Thanks be to you, O God! Amen.

### **Scripture and Prayer upon Arising**

But strive first for the kingdom of God and his righteousness, and all these things will be given to you as well. Mt. 6:33

Merciful God, I am hungry and uncomfortable. Enable me now to center my thoughts upon the example of Jesus and his sufferings; of Jesus and his teachings.

Give me an image of the Stars and other members of the team. Let their needs fill me, overcoming my selfish impulses. Open my heart to your Word so that I may pray with renewed strength for the healing of those in need to whom we come to serve.

In the strong and sure name of your son, Jesus the Christ, I offer myself, my life, my all. Amen.

## Assistant Spiritual Director Checklist

Serves as a part of the table team. The three team members at each table form a Christian family. They work together as Christ's Disciples with a deep sense of charity for each other and the Stars at the table. An Assistant Spiritual Director is not a source book or answer person for the table. Counseling, reconciliation and confession are their most important tasks during the weekend. Assists Table Leader in building community at the table. Assistant Spiritual Directors are available for counseling anytime during the weekend.

<u>ITEM</u>	<u>COMPLETED</u>
Participates in all team meetings and during the entire weekend	_____
Available throughout the team formation process as a Spiritual Director and Pastor to the team	_____
Leads Stars on table by example	_____
Learns all the table members names and gets to know Stars	_____
LISTENS, LISTENS, LOVES, LOVES!	_____
Facilitates but doesn't dominate conversation	_____
Take notes during talks	_____
Participates in all discussions, posters and activities (please stay at the table at <u>all</u> times except during Spiritual Direction)	_____
Ensures Star Guides are completed by each Star	_____
Makes sure table members behave properly and follow weekend directions	_____
Available throughout the weekend as a pastor and Spiritual Director to the Stars	_____
Maintains ecumenical integrity of weekend	_____
Sits between Stars in chapel	_____



## Epiphany State Committee Representative Checklist

The Epiphany State Committee Representative may serve on the team in any capacity except Lay Director, table leadership, Spiritual Director, Assistant Spiritual Director, coordinator, or food service. The Epiphany State Committee Representative is the liaison between the State Committee and the Team.

<u>ITEM</u>	<u>COMPLETED</u>
Checks with Lay Director frequently during team formation and weekend to see if the Lay Director has any questions or needs.	_____
Brings Song books, copies of the Star Guide, and a couple of Star Bibles to team meetings.	_____
Advises and checks with Spiritual Director to ensure that team Activities/meditations/talks, etc. are non-denominational.	_____
Gets and delivers to Weekend Coordinator an adequate supply of Star Bibles, Star Guides, Crosses, T-Shirts, Name Tags, and song books for the weekend.	_____
Ensures all communication with team and Stars is consistent with Epiphany and Institution/Facility rules and regulations.	_____
Advises Lay Director of problems observed.	_____
Makes State Committee policy decisions during weekend.	_____
Assists in decision-making process if schedule has to be drastically modified.	_____
Secures team assignment roster, star list, and team address list for State Committee records.	_____
Completes a report on the Epiphany weekend. Gives one copy of the report to the State Committee.	_____
Distributes and collects team evaluations.	_____
Reports to State Committee about weekend and makes recommendations.	_____

## Weekend Coordinator

### Weekend Coordinator Checklist

Coordinates logistics of the weekend. Works closely with Table Servant Coordinator. Responsible for getting team, equipment, supplies, and food to and from the campus. Is the liaison between the team and the Institution/Facility. Is the procurement person for supplies, food, furniture and equipment. Is responsible for setting up for the weekend, taking down and packing all equipment; assures all equipment and supplies leave campus with the team and are stored and inventoried away for the next weekend.

**NOTE:** It is recommended that the person who will be the Weekend Coordinator on the following weekend, serve as the Assistant Weekend Coordinator on the current weekend in order to facilitate a more accurate inventory and smoother set-up on each successive weekend.

<u>ITEM</u>	<u>COMPLETED</u>
Gets from State Committee Representative an adequate supply of Star Bibles, Star Guides, Crosses, T-Shirts, Name Tags, and Song-books for the weekend. (Works with Agape Coordinator)	_____
Arranges for "host church" for team meetings and weekend. See <i>Host Church Authorization Form</i> .	_____
Inventories supplies and determines quantities to be purchased. Coordinates purchases with Table Servant Coordinator and Food Service Coordinator. Arranges purchase(s) with State Committee Representative.	_____
Transports supplies, snacks, meals and equipment to/from campus on weekend.	_____
Meets with Lay Director, State Committee Facility Liaison person and Institution/ Facility personnel to discuss any weekend campus setup and logistical requirements.	_____
Acquires and sets up sound system & lecterns for conference/community room & chapel. (Checks with Head Musician for what equipment is needed for the weekend).	_____
Coordinates team sleeping accommodations during the weekend. (Passes out "need housing and provide housing" lists at team meetings and then assigns team members to accommodations).	_____

Works closely with Table Servant Coordinator.	_____
Sets up long tables for team and serving meals; sets up round tables and chairs for table families, providing table cloths if needed.	_____
Coordinates Star pictures with weekend guide and table family; a team member may take Star's pictures. Stars are allowed two pictures—one with his/her table family and one with his/her weekend guide, subject to Institution/Facility rules.	_____
Sets up a table in front of the lectern in the conference room with a candle, open Bible, and cross.	_____
Finds out from each Weekend Guide what size shirt each Star needs and labels each shirt with Star's name using masking tape. Brings T-Shirts to Institution/Facility the second day and distributes to Weekend Guide during second evening service in chapel.	_____
Sells extra T-Shirts to team after all the Stars have their shirts.	_____
Checks Chapel and Community Room to ensure that the temperature and lighting is correct and altars are set up.	_____
Coordinates activities with appropriate people in agape, prayer chapel, food service, Institution/Facility, etc.	_____
Makes sure there are enough seats at closing for each Star, the team and community. Ideally tables should sit together with table team members.	_____
Takes puzzle to chapel just before closing and tapes the missing puzzle piece under one of the Stars chairs.	_____
Makes sure the large cross is placed appropriately for the nailing of forgiveness lists.	_____
Coordinates weekend clean-up; facility fully restored to original way.	_____
Inventories supplies and returns them to inventory.	_____
Is responsible for team medications during weekend,	_____

## **Weekend Coordinator Supply List**

### **ALL ITEMS SUBJECT TO INSTITUTION/FACILITY APPROVAL**

- \_\_\_\_\_ Bibles (Today's English Version/TEV; Extreme Faith Contemporary English Version/CEV; New Revised Standard Version/NRSV are approved) for prayer chapel, community room and chapel & Stars.
- \_\_\_\_\_ Two lecterns & sound systems: One of each for community room & Chapel (coordinate with Musician Coordinator on sound systems)
- \_\_\_\_\_ Table Cross for lectern, prayer chapel and chapel
- \_\_\_\_\_ Candlesticks/candles for lectern, chapel, prayer chapel  
(Prayer Chaplain should provide candles for Chapel and Prayer Chapel)  
(Most Lay Leaders like to bring or provide their own special candles)
- \_\_\_\_\_ Five or six 72" round tables for table families
- \_\_\_\_\_ Rectangular 6' or 8' folding tables for team members/food preparation and serving/agape
- \_\_\_\_\_ Small table for in front of lectern
- \_\_\_\_\_ Easel or tripod for speakers to use
- \_\_\_\_\_ Flip chart & black markers for speakers to use
- \_\_\_\_\_ Any special lighting needs
- \_\_\_\_\_ Jigsaw puzzle and frame (Velcro should be attached to each piece)
- \_\_\_\_\_ Fishnets, clothes pins, or tape for hanging Agape
- \_\_\_\_\_ Costumes for Life of Christ Series and Skits
- \_\_\_\_\_ Hammer and Nails for Forgiveness Series
- \_\_\_\_\_ Large Cross for Cross Ceremony and Forgiveness Series
- \_\_\_\_\_ Grill or bucket for burning forgiveness lists
- \_\_\_\_\_ Sound system that can play music for Recreation
- \_\_\_\_\_ Tree for Fruit of the Spirit Activity
- \_\_\_\_\_ Banner pole and base
- \_\_\_\_\_ Hand cross for Prayer Chapel to use with speakers
- \_\_\_\_\_ Hand cross for each table to use during table family prayer time
- \_\_\_\_\_ Kneeling pads for prayer chapel
- \_\_\_\_\_ Bowl for water used during Sunday's Celebration Service
- \_\_\_\_\_ Towel used during Sunday's Celebration Service
- \_\_\_\_\_ Camera and film or digital camera and printer
- \_\_\_\_\_ Four large garbage cans
- \_\_\_\_\_ Song Books ( Musician may take care of this – Check)
- \_\_\_\_\_ Table cloths
- \_\_\_\_\_ Coffee pot for team
- \_\_\_\_\_ Chairs to seat everyone in the community room, and chapel, if necessary, and extras.
- \_\_\_\_\_ First Aid Kit for inside Institution/Facility and kitchen
- \_\_\_\_\_ Comfort Box - Misc. health and necessary items for team only.
- \_\_\_\_\_ Tarps, mats or similar covering for wood floor and sink area (when needed)

## Host Church Authorization Form

Church Name \_\_\_\_\_

Denomination \_\_\_\_\_

Phone Number \_\_\_\_\_ FAX \_\_\_\_\_

E-mail Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Minister's Name \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

### EXPLANATION:

Epiphany Ministry, Inc. is a Christian ministry for incarcerated youth. Approximately 25-30 young men or women attend each weekend. The purpose of Epiphany is to share the love of Christ with each young person or "Star" attending the weekend. In order to put on an Epiphany, we need to have a host church. The host church performs three principal functions: hosting all team meetings before the weekend, hosting all team meetings during the weekend, and providing a food preparation facility for the weekend.

### DESCRIPTION OF REQUEST:

#### 1. TEAM MEETINGS BEFORE THE WEEKEND-

\_\_\_\_\_ team meetings will be held before the weekend. The dates for the team meetings are \_\_\_\_\_ The team meetings will be held from \_\_\_\_\_:\_\_\_\_\_ .m. to \_\_\_\_\_:\_\_\_\_\_ .m. We request a room, tables and chairs that can comfortably seat \_\_\_\_\_ people in chairs at tables and \_\_\_\_\_ additional rooms with tables and seats that will seat a minimum of \_\_\_\_\_ people each for committee meetings. In addition, we will need an area to prepare and serve lunch and refreshments to the team members. Finally, we request a sanctuary or other room for the team to conduct worship services.

#### 2. TEAM MEETINGS DURING THE WEEKEND-

Team meetings will also be held Thursday \_\_\_\_\_ from \_\_\_\_\_ p.m. to \_\_\_\_\_ p.m., \_\_\_\_\_ nights from \_\_\_\_\_ p.m. to \_\_\_\_\_ p.m. and Sunday morning from \_\_\_\_\_ a.m. to \_\_\_\_\_ a.m. We request a room, tables and chairs that can comfortably seat \_\_\_\_\_ people and \_\_\_\_\_ additional rooms

that will seat a minimum of \_\_\_\_ people each for committee meetings. Finally, we request a sanctuary or other room for the team to conduct worship services.

### 3. LOCATION FOR ALL FOOD PREPARATION-

In addition to providing a food preparation area for the snack and lunch activities during team meetings as described above, Epiphany requests a kitchen/food preparation area with a large refrigerator/freezer, a large sink, large oven, cooktop, and a large storage area for foodstuffs for the following:

- Dinner for the team on Thursday night
- Breakfast for team members Friday, Saturday and Sunday mornings
- Lunch and dinner for the team and the young people Friday and Saturday (to be consumed at the Institution/Facility)
- Lunch for the team and the young people Sunday

We request this kitchen/food preparation area from \_\_\_\_p.m. Thursday night (month) (day), (year) through \_\_\_\_ p.m. Sunday (month) (day), (year)  
THANK YOU!

I AUTHORIZE EPIPHANY MINISTRY TO USE \_\_\_\_\_ (Name of Church)  
AS OUTLINED ABOVE FOR \_\_\_\_\_ (Institution) \_\_\_\_\_ EPIPHANY  
NO. \_\_\_\_.

\_\_\_\_\_  
MINISTER'S SIGNATURE

\_\_\_\_\_  
DATE

## Table Servant Coordinator

### Table Servant Coordinator Checklist

Responsible for coordinating the serving of food, refreshments and other needs to the Conference/Community Room. The Table Servant Coordinator and Weekend Coordinator work closely together. The Table Servant Coordinator trains and supervises the table servant team. When serving food, be sure Stars are served first, then team members. Each table family should have at least one team member whose primary task is serving the needs of that table.

<u>ITEM</u>	<u>COMPLETED</u>
Solicits refreshments from team members for weekend.	_____
Works closely with Weekend Coordinator.	_____
Posts weekend schedule and keeps one or two steps ahead.	_____
Directs table servants during weekend and assigns a table to each servant.	_____
Organizes the table servant area each day.	_____
Brings Bibles to chapel to give to Stars the first night.	_____
Purchases, acquires from inventory, or solicits Table Servant Coordinator Supply List items (Please coordinate with Weekend Coordinator and Kitchen Coordinator).	_____
Gets reimbursed for expenses by State Committee Representative.	_____

## **Table Servant Coordinator Supply List**

(Works with Weekend Coordinator on securing these items)

ALL ITEMS SUBJECT TO INSTITUTION/FACILITY APPROVAL

- \_\_\_ Plates (large and small)
- \_\_\_ Variety of serving bowls & dishes
- \_\_\_ Plastic utensils (no plastic knives)
- \_\_\_ Toilet paper / Air freshener
- \_\_\_ Cups for drinks - cold and hot
- \_\_\_ Coffee & cold caffeine beverages for team
- \_\_\_ Dish Towels and Aprons
- \_\_\_ Paper towels, napkins
- \_\_\_ Kleenex
- \_\_\_ Aluminum foil
- \_\_\_ Quart/Gallon Zip-lock bags
- \_\_\_ Long Matches or Long Lighter
- \_\_\_ Handi-wipes
- \_\_\_ Dish washing liquid and towels
- \_\_\_ Anti-bacterial soap (4 bottles)
- \_\_\_ Four boxes of large garbage bags
- \_\_\_ Ice Cream bowls
- \_\_\_ Ice cream toppings-bananas, chocolate syrup, caramel, whipped cream cans, sprinkles, chopped nuts, chopped cookies & candy bars (combined total of 1 gallon for dry toppings)
- \_\_\_ Ice Cream (six 1-1/4 gallon containers-total 7 gallons), Vanilla, Chocolate, Strawberry
- \_\_\_ Construction paper, string/yarn for Fruit of the Spirit Activity
- \_\_\_ Ice Chests for storing hot or cold food
- \_\_\_ Ice Chest for Ice
- \_\_\_ Ice (if the facility does not supply it)
- \_\_\_ Plastic disposable serving gloves
- \_\_\_ 3 large (10 gallon) thermal coolers for lemonade
- \_\_\_ Large Serving Trays (one per table)
- \_\_\_ Serving Dishes



## **Table Servant Guidelines**

### **Meditations**

“Now before the festival of the Passover, Jesus knew that his hour had come to depart from this world and go to the Father. Having loved his own who were in the world he loved them to the end. The devil had already put it into the heart of Judas, son of Simon Iscariot, to betray him. And during supper, Jesus, knowing that the Father had given all things into his hands, and that he had come from God and was going to God, got up from the table, took off his outer robe, and tied a towel around himself. Then he poured water into a basin and began to wash the disciples’ feet and to wipe them with the towel that was tied around him. He came to Simon Peter, who said to him, ‘Lord are you going to wash my feet?’ Jesus answered, ‘You do not know now what I am doing, but later you will understand.’ Peter said, ‘you will never wash my feet.’ Jesus answered, ‘Unless I wash you, you have no share with me.’ . . . After he had washed their feet, had put on his robe, and had returned to the table, he said to them, ‘Do you know what I have done to you? You call me Teacher and Lord – and you are right, for that is what I am. So, if I, your Lord and Teacher have washed your feet, you ought to wash one another’s feet. For I have set you an example, that you should do as I have done to you.” John 13:1-9, 12-15 (KJV)

### **Our Mission**

Why are we here? To be Table Servants. “. . . Anyone wanting to be a leader among you must be your servant. And if you want to be right at the top, you must serve like a slave. Your attitude must be like my own, for I, the Messiah, did not come to be served but to serve, and to give my life as a ransom for many.” Matthew 20:27-28 (LB)

We are, as part of the Epiphany Team, providing an opportunity for the Stars to change their lives and value systems through a 3-day short course in Christianity.

### **Our Responsibilities**

Prayer. Lots of Prayer.

First and foremost we are part of the Inside/Outside Prayer Warrior Team.

We pray for the Star candidates, speakers, clergy, and team frequently. The Epiphany course is based on prayer. It is held up and proceeds with prayer. More prayer is put into the Epiphany 3-day course than any other element of the weekend.

Table Servants play an important role in Epiphany. Everything that comes to the table and everything that leaves the table is moved by the Table Servant.

We are:

- To help the Stars and yourself to feel worthwhile as the Epiphany 3-day course unfolds
- To help create an environment of love and safety where the Stars can open their minds and hearts to the love of God-
- To help bring fun to the Stars
- To always serve the Stars first
- To enjoy watching the Stars blossom like flowers and begin to shine like Stars
- To help count and keep track of plates, utensils, tableware, serving bowls, containers, etc.
- To help load and unload the truck

### **AS GOD'S HELPERS, WE DO ALL KINDS OF THINGS!**

- **DO** be kind and courteous.
- **DO** be flexible! You may be called to do all kinds of things like help in the Prayer Chapel, help the Agape Team, assist a Spiritual Director. You never know what the Lord is going to ask you to do.
- **DO** let the Stars see Christ in you, in your smile, in the way you serve. Your job is to make your table as comfortable and happy as possible.
- **DO** listen to the talks and participate in discussions.
- **DO** enjoy your meals and snacks at the appropriate time. We will eat quickly after the stars and the tables have been served.
- **DO** be flexible at all times. We must have a cheerful heart at all times

### **Little things in God's eyes mean a lot-**

The day you serve, you will receive training on how to introduce yourself to your table, give instructions to your table, arrange refreshments, make drinks, serve the tables, clean-up, who is responsible for what table, who the individuals are at your assigned table, etc.

### **WE WILL WORK QUIETLY AT ALL TIMES:**

We will decorate for the birthday party and the Celebration Party. We will serve cake and ice cream to all others before serving our selves.

You may be asked to help the Agape Team, the Prayer Chapel, clean the bathroom, sweep the floor, hang curtain rods, and perhaps be asked to do things you would rather not do. We ask that you have the heart and spirit of Mary and Martha, and be willing to serve no matter what the task.

You will report to, and take direction from, the Table Servant Coordinator and his/her Assistant. No one else on the team, other than the Weekend Coordinator, should be telling you what to do.

When in doubt or if you have a question, ask the Table Servant Coordinator or the Assistant Table Servant Coordinator. No one else has the right answer.

Inform the Table Servant Coordinator or his/her Assistant of any problems, missing items, dietary concerns, and any complaints or compliments.

### **Our Code of Conduct**

We are here to serve in God's restaurant. We are to serve love, kindness, respect, care, and concern and to help nurture the spiritual growth of others.

We are not here to giggle and talk to our friends who are having the Epiphany experience. We are not here to play or to share our problems. We are not here to work as individuals, we are to pour ourselves out, and pour Christ in so we can be an effective part of God's team.

### **Our Code of Servanthood**

You are part of the Table Servant Team. You are Mary and Martha for Christ. What you want is not important. What Christ wants is the only thing that is important to the Epiphany weekend.

### **Our Code to Christ**

We are not here to be in the way, but to help assist **the way of Christ**.

Your serving is your way of showing the Stars that you are being Christ-like and sharing what God has done in our life.

You, like the wise men, have seen God's Epiphany, God's gift to the world. Your gift will be serving the Stars. Our task is to look for that piece of the star in every person's eye. It is there if only we look for it. Just as the Bethlehem star led the wise men of old to Christ in the stable below, so will the speck in the eye (point to the eyes) lead us, the wise young men and wise young women of today, to the Christ just twelve inches below . . . (point to the heart) in the hearts of everyone we serve.

## Table Servant Checklist

Responsible for waiting on tables and serving food, refreshments and other needs in ~~to~~ the Conference/Community Room. When serving food, be sure Stars are served first, then team members. Each table family should have at least one table servant whose primary task is serving the needs of that table.

<u>ITEM</u>	<u>COMPLETED</u>
Works under the guidance of Table Servant Coordinator.	_____
Assists in setting up the chapel and conference room before the Stars arrive.	_____
Puts name on each Star's seat before the stars arrive.	_____
Sorts name tags and gives name tags to Weekend Guides before Stars arrive the first day.	_____
Ensures tables have necessary supplies such as paper, pens, markers, song books, Kleenex.	_____
Delivers Star Guides, handouts, pens and other materials to Table Leader.	_____
Prepares and delivers posters and magic markers to table families after talks on the first day and other table activity needs all weekend.	_____
Keeps community room and chapel clean, disposes of trash, and keeps tables clean and organized during breaks.	_____
Assists with the preparation of the chapel for all meditations and the closing.	_____
Sets tables for meals.	_____
Prepares, serves, and cleans up all refreshments and meals that are sent by the food service during the weekend.	_____
Always avoids movement, serving, talking and/or other distractions during talks	_____
Picks up posters after each talk the first day; brings posters to tables for poster sharing the first night; and places posters on wall after being shared.	_____
Gives Weekend Guides flowers before Stars arrive on last day.	_____

Helps decorate for Birthday Party and Celebration Party.

---

Assists in dismantling the chapel and conference room and cleaning up after the weekend is over.

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## Table Leader Checklist

The table leader's job is to facilitate table interaction in response to talks and other activities. The table leader also leads the table in activities such as posters, recreation, get to know you games and talk summaries. The three team members at each table form a Christian family. They work together as Christ's Disciples with a deep sense of charity for each other and the Stars at the table. Table workers are not to have privileges different from what the Stars receive. Table Leaders must be present the entire weekend.

<u>ITEM</u>	<u>COMPLETE</u>
Leads Stars at table by example.	_____
Maintains order and follows directions.	_____
Notifies Institution/Facility personnel if anything is getting out of hand.	_____
Ensures all table members are where they are supposed to be.	_____
Learns all the table members names and gets to know Stars.	_____
Leads group discussion by facilitating, not dominating, conversation to keep the Stars on the subject.	_____
LISTENS, LISTENS, LOVES, LOVES!	_____
Takes notes on talks.	_____
Participates in all discussions, posters and activities. (Please stay at the Table at <u>all</u> times.)	_____
Leads or asks someone to say grace before meals.	_____
Ensures Star Guides are completed by each Star.	_____
Gives handouts to each Star.	_____
Reviews Star Guide with table members.	_____

## **Get Acquainted Game at The Table**

### **Name Modifiers**

**Objectives:** To name everyone at the table  
To affirm each other

**Led by:** Table Leader

Each person, using the first letter of his or her first name, chooses an adjective or adverb to describe himself or herself, e.g., Adventurous Amelia or Delightful Dave. Starting with the table leader, each person gives their name including a modifier. Then the next person on the left gives the first person's name with his or her modifier and then his or her **own** name with modifier. Continuing to the left, the third person will be recalling three names, and on around. The game is over when the person who started the game does the entire circle.

## **Table Family Activities**

### **Activities Day 1**

- Talks on Goals, My World, You Are Not Alone – will do posters on each talk
- Name Modifier Game – practice with your table family – adjective should be positive and not in any way suggestive or negative.
- Fruit of the Spirit Activity-each table family decorates an oval and another for the table.
- Share posters—Stars should do presentations
- Stars get Bibles from weekend guides

### **Activities Day 2**

- Talks on Discovery, A Christian, Prayer
- What God Created Me to Be – play dough sculpture – encourage creativity
- Birthday Party – cards, present, cake
- Forgiveness Talks – create forgiveness lists
- Family Prayer Time
- Forgiveness Lists completed and nailed to the cross
- Stars get T-Shirts

### **Activities Day 3**

- Celebration Service and burning/destroying of forgiveness lists
- Party with ice cream, photo
- Talks on Love and “You Can Do It”
- Agape Letters
- Closing: crosses

## Assistant Table Leader

### Checklist

The three team members at each table form a Christian family. They work together as Christ's Disciples with a deep sense of charity for each other and the Stars at the table. Responsibility of the table team is to facilitate the Star's discussion among themselves. Encourage Stars to participate in all discussions and activities. Assistant Table Leaders remain at the table and with the table family during talks, discussions, posters and other activities. Assistant Table Leaders are not to have privileges different from what the Stars receive. Assistant Table Leaders must be present the entire weekend.

<u>ITEM</u>	<u>COMPLETE</u>
Leads Stars at table by example	_____
Learns all the table members names and gets to know Stars	_____
Facilitates but does not dominate conversation (more silent than table leader)	_____
LISTENS, LISTENS, LOVES, LOVES!	_____
Keeps Stars on subject	_____
Takes notes on talks	_____
Participates in all discussions, posters and activities. (Please stay at the table at <u>all</u> times)	_____
Ensures Star Guides are completed by each Star	_____
Gives handouts to each Star	_____
Makes sure table members behave properly	_____
Follows weekend directions	_____
Sits between Stars in chapel	_____



## Agape Coordinator

### Checklist

#### ALL ITEMS SUBJECT TO INSTITUTION/FACILITY APPROVAL

The purpose of agape is to plan, solicit, coordinate and present acts of agape love. Responsible for receiving, sorting and organizing general and personal (letters for Stars) agape.

<u>ITEM</u>	<u>COMPLETED</u>
Solicits personal and general agape from team members, reunion groups and other Christian communities (State Committee Agape Person can help solicit Agape from other Christian Communities)	_____
Acquires a different birthday card for each individual Star	_____
Acquires at least one birthday present approved by the Institution/Facility (hat, teddy bear, hygiene products, devotionals, wallet, socks, etc.) for each Star	_____
Wraps each Star's Birthday present in birthday paper	_____
Has team members to sign each of the Star birthday cards.	_____
Attaches birthday cards to presents and puts the name of Star on each present/card	_____
Acquires and places names on Star and team name tags	_____
Acquires a T-Shirt from Board Representative for each Star, if applicable	_____
Finds out T-Shirt sizes from Table Leaders, if applicable	_____
Acquires a carnation for each Star	_____
Acquires lanyards/chains from Board Representative for crosses and places crosses on lanyards/chains, as permitted by Institution/Facility	_____
Acquires personal agape bags for each Star	_____
Cuts and prepares materials for the Fruit of the Spirit activity (needed items are a large disc or other shape for table name, small discs or shapes for each Star and team member and yarn for each disc)	_____

**NOTE:** Graduate Stars (Stars who have attended an Epiphany Weekend and have been asked to serve) will distribute materials to the tables \_\_\_\_\_

Puts a slip of paper with a Fruit of the Spirit (except love) on it for each table and places papers in a sack, bowl, etc. (When table names are selected, Graduate Stars place name plates on the tables.) \_\_\_\_\_

Collects and organizes general agape for presentation during the weekend \_\_\_\_\_

Presents agape each time it is displayed. \_\_\_\_\_

Counts all incoming agape, including personal agape letters, to ensure each Star receives each item and that every Star gets the same agape. \_\_\_\_\_

Spiritual Laws" to the Spiritual Director for approval before distribution. \_\_\_\_\_

Reviews any agape or letters that come in if you do not know its source or it looks suspicious or strange. \_\_\_\_\_

Plans the presentation of agape so it builds over the weekend. \_\_\_\_\_

Ensures all agape meets the Institution/Facility guidelines. \_\_\_\_\_

Removes all agape after the weekend is over and stores permanent agape and banners in inventory \_\_\_\_\_

Prepares Star Guides; works with Lay Directors on inserts such as *What I Believe and Wonder About*, *Discovering God's Word* and *Questions for Closing* \_\_\_\_\_

Purchases playdoh for "What I was Created to be" activity (optional) \_\_\_\_\_

Purchases or acquires decorations, helium tank and helium balloons (if allowed) for Celebration Party \_\_\_\_\_

Provides placements for the team/community to color before weekend \_\_\_\_\_

Coordinates getting reimbursed for necessary agape items purchased with State Committee Representative or Lay Director \_\_\_\_\_

## **Agape Coordinator Supply List**

**(Works with Weekend Coordinator on securing these items) ALL ITEMS SUBJECT TO INSTITUTION/FACILITY APPROVAL**

- \_\_\_\_\_ Placemats for each meal, Birthday and Celebration Parties
- \_\_\_\_\_ Decorative labels for Agape and Collection Bags and Star Guides
- \_\_\_\_\_ Star Guide for each Star and Team Table Member
- \_\_\_\_\_ Agape and Collection Bags
- \_\_\_\_\_ Agape letters, poems, stories, etc. for Agape Bags
- \_\_\_\_\_ Play Doh (1 container per Star and team members at table) & small paper plates
- \_\_\_\_\_ Balloons (check with Weekend Coordinator for Helium tank) & string for balloons
- \_\_\_\_\_ Birthday gift and Birthday card for each Star
- \_\_\_\_\_ Birthday candles, cake plates, napkins and cups for Birthday Party
- \_\_\_\_\_ Decorations for Celebration Party (streamers, balloons, hanging paper Stars etc.)
- \_\_\_\_\_ Washable magic markers for tables, pens, pencils, crayons, colored pencils and container to hold them
- \_\_\_\_\_ Stapler, paper clips, rubber bands, tape, post-it notes, extra note cards, paper, pens & pencils, pencil sharpener
- \_\_\_\_\_ Construction or other paper and string/yarn for Fruit of the Spirit activity
- \_\_\_\_\_ Poster paper (for talk posters on Day 1)
- \_\_\_\_\_ Napkins for meals and Celebration Party (let Table Servant Coordinator know if you are using special theme napkins)
- \_\_\_\_\_ Table Name centerpieces (Fruit of the Spirit names)
- \_\_\_\_\_ Meal theme centerpieces
- \_\_\_\_\_ Meal table agape (limit to 1 item per meal)
- \_\_\_\_\_ Banners for all tables and talks, as available
- \_\_\_\_\_ Name tags and yarn string for Stars
- \_\_\_\_\_ Name tags and yarn string for Team
- \_\_\_\_\_ Calligraphy pen
- \_\_\_\_\_ Crosses for Stars
- \_\_\_\_\_ Tee Shirts for Stars, if applicable (coordinate with Weekend Coordinator)
- \_\_\_\_\_ Bibles (coordinate with Weekend Coordinator)
- \_\_\_\_\_ Name labels for Chair Tags, Background board, Star Guides, Flowers, Agape, t-shirts, bags, Bibles (have extras to mark drinking cups and tee shirts if desired)
- \_\_\_\_\_ Community Agape (obtain from State Committee Agape person)
- \_\_\_\_\_ Thin tissue paper or lens cleaning tissues for Forgiveness Lists
- \_\_\_\_\_ Crosses for each Table Family to use for Family Prayer Time
- \_\_\_\_\_ Matches or lighter for candles

## Agape Letter

(SAMPLE LETTER TO SEND TO CLUSTERS, CHURCHES, REUNION GROUPS,  
AND OTHER COMMUNITIES)

Dear \_\_\_\_\_,

I am the Agape coordinator for (Institution/Facility) Epiphany # (Number). This weekend will be held (Date of Weekend). We need your help. Please ask as many people as possible from your Christian Community to send posters, letters, paper or cloth agape. Please do not send metal, wood, or any food items as the candidates (Stars) are not allowed to have these items.

**NOTE: add any additional items the Institution/Facility has not allowed.**

We need (Number of Stars expected) identical pieces of Agape. It is a weekend for young (men or women). Many of the Stars have never experienced the love of Christ or His Christian community. A lot of the Stars have never attended church and are not familiar with basics such as the Lord's Prayer, the song "Jesus Loves Me" and the meaning of Christmas and Easter. We need your help! Anything you and your Christian community can provide will make a difference in the lives of these young people.

Thank you and please pray for the Stars and the weekend. You are making a big difference in the lives of the Stars.

In His Love,

Name

Address

City, State Zip

Telephone Number

P.S. Please send Agape to me no later than \_\_\_\_\_. Thanks again.

## Prayer Chapel Coordinator

### Checklist

#### ALL ITEMS SUBJECT TO INSTITUTION/FACILITY APPROVAL

Undergirds the team formation and weekend with prayer. Ensures that each speaker is "prayed over". Every moment possible the prayer chapel team should be praying during the weekend. One prayer chapel person accompanies speaker to podium for opening prayer and back to prayer chapel after talk. Plans, solicits and coordinates preparation of "Prayer Vigil" prior to weekend.

<u>ITEM</u>	<u>COMPLETE</u>
Distributes and collects prayer vigil forms with assigned times to team members at first team meeting	_____
Mails/distributes and collects prayer vigil forms to reunion groups, churches and other Christian communities	_____
Ensures that all 72 Hours of the Prayer Vigil are covered by someone	_____
Prepares prayer vigil poster/banner/chain for the weekend	_____
Places prayer request box at all team meetings and prays for team's needs.	_____
Brings altar cloths	_____
Acquires and sets up Prayer Chapel altar with decorations, candles, the Bible, a cross, etc., leaving enough room for the speaker and other team members to pray in the Prayer Chapel	_____
Before the weekend, asks speakers for any special scriptures, songs, and/or requests	_____
Prays with Speakers before, during and after each talk; prayers for meditation, skits, etc.	_____
Encourages team members who are not at a table and are not busy	

with their assignments to pray in the prayer chapel \_\_\_\_\_

**NOTE:** Team members who are at a table need to pray silently at their table for the speaker, not in the prayer chapel. \_\_\_\_\_

Posts the names of all the Stars and team members for the weekend in the prayer chapel and regularly lifts these people in prayer \_\_\_\_\_

One person escorts speaker to podium and assists with posters and visual aids \_\_\_\_\_

Places prayer request containers at all tables in the conference room during the weekend and prays for each request \_\_\_\_\_

Lights candle in chapel before meditations begin \_\_\_\_\_

Prays with each speaker before his/her talk \_\_\_\_\_

Dismantles and cleans up Prayer Chapel after weekend is completed \_\_\_\_\_

## Epiphany 72 Hour Prayer Vigil

The purpose of the Prayer Vigil is to surround the Epiphany weekend in prayer. It is important to communicate to the Stars the agape and sacrifice people from around the world are making on their behalf to pray 24 hours/day for them and this weekend. The prayer vigil is a visual presentation of this agape to the Stars and team. BE CREATIVE!!!

### Prayer Vigil

Various ways may be used to solicit names from a church, Fourth Day Community and individuals. The Prayer Chapel Coordinator may design a "ready-to-use" colored sheet that can be cut apart and made into a chain and distributed to the team and other individuals or groups. Another possibility is to have a sign up sheet with times listed which are then transferred to store bought strips and made into a chain. Different colors may represent different groups, times, or significant differences. It is good to have the prayer vigil chain in sections that can be added each day until by the third day the community/conference room is "wrapped" in prayer. Other ideas are to use a large poster with the names of individuals written in spaces next to times. A prayer wheel may be designed and used.

**NOTE:** Be sure to use Institution/Facility approved means of securing the chains - tape, glue, etc.

### Sample Prayer Vigil Letter

Sample Letter to Send to Clusters, Churches, Reunion Groups, and Other Communities

Dear \_\_\_\_\_,

I am the coordinator for the Prayer Vigil for (Institution/Facility) Epiphany # (Number). This weekend will be held (Date of Weekend). We need your help. I have enclosed a prayer vigil form for the upcoming weekend. Please enlist as many people as possible from your Christian Community to pray for the Stars and the weekend. Please complete as many blanks as possible. More than one person may sign up to pray at one time; however, please try to have someone praying in as many time slots as possible.

We need your prayers! We all know how important prayer is. Thank you for your help. You are making a big difference in the lives of the Stars.

In His Love,

Name

Address

City, State Zip

Telephone Number

P.S. Please return the Prayer Vigil to me no later than \_\_\_\_\_. Thanks again.

## Music Coordinator Checklist

The Music Coordinator is responsible for planning and leading music during team meetings and on the weekend. The National Office of Epiphany Ministry, Inc. carries a "Church Copyright License" through the Christian Copyright Licensing International (CCLI) company for each State that is affiliated with the ministry. It is not necessary for the Music Coordinator to use/locate/purchase another such license. The license number for the State may be obtained from the State Committee Chairperson or the National Office. For more information about this service, the website is [www.ccli.com](http://www.ccli.com). If the State chooses to develop a songbook, the CCLI license number must be included.

Music on an Epiphany weekend is one of the most critical aspects because it sets the theme, tone, and mood for all weekend activities. There are 5 basic categories of music: Celebratory, Recreation, Worship, Meditative and Praise. The Music Coordinator should be aware of the weekend schedule and select music that sets the proper tone for the upcoming events. Remember that music should be an underpinning for the program; not a performance. To build community, use "core songs" during the weekend; repeat them so they become familiar and are used with consistency from weekend to weekend. Carry over favorites from a weekend to reunions. Be sensitive to multi-cultural Star populations by encompassing a range of styles through both musicians and recorded music played at appropriate times. Tap into early childhood experiences of Stars by using legacy (traditional) music and current (contemporary) music of interest to the Stars!

<u>ITEM</u>	<u>COMPLETED</u>
Prepares/acquires/brings song books, transparencies, song sheets or other materials to use during the weekend; brings them to the Weekend	_____
Obtains permission for use of any copyrighted songs or materials not covered by the CCLI license.	_____
Teaches team members new songs during team meetings to be used during the weekend.	_____
Checks with Speakers about song requests before the Weekend.	_____
Meets with Lay Director and Spiritual Director to discuss any special music plans for meetings and the weekend.	_____
Plans a wide variety of songs.	_____



Brings instruments.	_____
Seeks guidance from the Holy Spirit as to whether a prayerful song, fun song or praise song is needed.	_____
Leads the Star's processional at the Closing.	_____
Sings "Jesus Loves Me" before each talk.	_____
Sings "Open Our Eyes Lord" before each part of the Life of Christ Series.	_____
Starts the Stars off with familiar/simple songs such as "He's got the Whole world..."	_____
Is sensitive to the reading level of the Stars, avoiding songs with difficult or too many words and using songs which employ repetition	_____
Repeats songs, especially new songs, several times during the weekend to give Stars the opportunity to learn them.	_____
Collects song books at the end of the weekend and makes sure all song books get to Coordinator to be put into inventory.	_____
Ensure all necessary sound equipment is available	_____

## Food Service Coordinator

### Checklist

#### ALL ITEMS SUBJECT TO INSTITUTION/FACILITY APPROVAL

Responsible for the preparation of food for meals and snacks during the weekend. The Food Service Coordinator is responsible for overseeing the procurement of all food, its preparation and its punctual delivery.

<u>ITEM</u>	<u>COMPLETED</u>
Solicits and prepares refreshments and lunch for team meetings, if requested	_____
Develops menus for weekend	_____
Prepares list and acquires required food items, salt & pepper, condiments, drinks and other edible needs for meals and snacks during the weekend	_____
<b>NOTE:</b> Table Servant Coordinator is responsible for getting non-edible supplies such as plates and cups for use inside the Institution/Facility.	
Makes arrangements with the Weekend Coordinator for the purchase and storage of required items	_____
Assures availability of and access to church kitchen at required times prior to and during the weekend	_____
Reviews food service plans with Weekend Coordinator and Table Servant Coordinator	_____
Organizes and purchases all food, snacks, and supplies for the weekend	_____
Makes special arrangements for any special team or Star diets	_____
Prepares all weekend meals and snacks both for inside the Institution/Facility and outside for team	_____
Packs meals and snacks for pick-up by Runner	_____
Keeps host kitchen clean	_____
Solicits special meals such as pizza and hamburgers from vendors	_____

or other groups

\_\_\_\_\_

Purchases/acquires/bakes one birthday cake per table family, including  
staff table, and puts each Star's first name on the appropriate cake

\_\_\_\_\_

## **Recreation/Team Building Coordinator Checklist**

Responsible for planning, coordinating and leading recreational activities during team meeting and the weekend.

For the team, Recreation it is not a break from being a team member--a chance to get away while the Recreation Leader/Team Builder takes charge. Recreation is another part of the schedule, and an important part. It will increase rapport and productivity at the tables. It will provide team members added insight into the Stars. Being aware of how the Stars participate in this time reflects one more facet to their personality.

Young people have an abundance of energy that can be channeled into constructive purposes on the weekend, providing a good balance of the spiritual, mental and the physical. The goals of team building and recreation on an Epiphany weekend are to build community, promote cooperation, and refresh the body.

Games that are predicated on "everybody wins, nobody loses" build up the whole body of Christ. Competition should be minimal. Certainly individual competition is the least desirable, when considering the purposes of Epiphany. Even though softball and other competitive sports are legitimate forms of play, most of the Stars will have some opportunity to play those at their facility. Because there is a definite win-lose attitude and the level of ability of Stars and team varies greatly, playing organized sports singles out athletes from the less skilled. The less capable (especially boys) may again experience feelings of inadequacy. Therefore, organized sports are not recommended. Games should be chosen so that there is some challenge for the sake of interest and involvement, but should always be ones in which most team members can participate.

It is generally good not to announce, "Now we are going to play...." giving a name for the game. In case the game is known by a participant, but with slightly differing rules, that person may try to impose his/her rules on the game. This causes confusion and impedes the playing. Suggestions as to how to play--with the exception of advice on safety--are best left to another time to try. Again, when the leader is prepared to play in one way and other ways are suggested, the result is more likely to be detrimental than not. When another way is suggested the leader can say, "Thank you for your suggestion, but today we will play it as I have explained it."

Attention to the dynamics of play will help the flow of the schedule, especially as everyone moves from recreation to the next part of the schedule. A high level of activity followed by the expectation that all will be ready to sit down and be quiet is not likely to succeed well. The activity will tend to stimulate further energy, so "cool-down" games may be needed. Also awareness on how recently people have eaten is important. High activity should not immediately follow a meal. Gentle encouragement is appropriate for getting full cooperation and participation, but there should be respect for the individual who is not

prepared, physically or emotionally, to take part at that time. The Team Builder should stay alert to anyone who appears to be experiencing physical stress that is not healthy.

Games that make fun of anyone--getting a laugh at the expense of another--are not appropriate.

Doing some of the activities more than once on the weekend is generally wise, because due to the fact there is so much that is new, familiarity raises the comfort level. Be aware, however, that it is possible to play something for too long. It is better to finish a particular game when interest is still fairly high than to play it until everyone is bored with it.

Activities should involve a variety of skills, from speed to dexterity to analysis--and more. Then it is likely that all will have success in their involvement. An attitude by the leader that it is more important to try than to have complete competency, will increase the likelihood of success. Games that help everyone feel competent and encourage a sense of community are the best-every time! At the end of the recreation time, note the mood of those who participated: smiling faces and a sense of enthusiasm are indicators that the time has been fun and productive!

#### ITEM

#### COMPLETED

Review Books such as *The Book of Games*, and *Serendipity* for ideas

\_\_\_\_\_

Plan and lead a fifteen minute ice breaker/mixer/game/activity at each Team Meeting

\_\_\_\_\_

Plan recreation activities to correspond with weekend schedule, selecting cooperative rather than competitive games and group rather than individual performance activities

\_\_\_\_\_

Go over recreation plans with Lay Director before the weekend

\_\_\_\_\_

Acquire necessary supplies/equipment needed for recreation

\_\_\_\_\_

Lead all weekend recreation activities

\_\_\_\_\_

Assist as needed with other committees

\_\_\_\_\_

#### **Other Resources**

The Book of Games and Serendipity

Tribes Book

Recreation directors from former weekends, Camp counselors, Vacation Bible School teachers Happening or Chrysalis participants Your imagination!

## Weekend Guide Coordinator

**NOTE:** The Weekend Guide Coordinator may be one of the Assistant Lay Directors.

1. Explains what a "Weekend Guide" is to team members at team meetings and distributes and reviews *Epiphany Weekend Guide Program Regulations and Rules*
2. May read the "The Story of Teddy Stollard" (following) as a useful tool to illustrate the difference a Weekend Guide can make in the life of a Star.
3. Recruits team members to be Weekend Guides.  
**NOTE:** Each Star should have one Weekend Guide. No team member should sponsor two stars unless absolutely necessary. Members of the opposite sex must be at least twenty-one years old to sponsor a Star. The Weekend Coordinator, Agape Coordinator and Head Table Servant normally should not be a Weekend Guide.
4. Ensures that each team member has signed the Epiphany Weekend Guide Program Regulations; no team member should be a Weekend Guide if they have not signed this document.
5. Pairs up Stars before the weekend with Weekend Guides.
6. Explains the follow-up process to the Stars, emphasizing the procedure for correspondence (through P.O. Box for Star, direct to Star from Team Members)
7. Ensures that the Weekend Guides and Stars complete together the *Star Information Sheet* and return them to the Weekend Guide Coordinator, who will send them to the individual responsible for forwarding mail through the State Epiphany Post Office Box

## **Epiphany Weekend Guide Program Regulations**

**WHAT IS THE GOAL OF THE WEEKEND GUIDE?** The principal goal of a Weekend Guide is to help the Star to understand that Jesus loves them. This goal is accomplished through prayer, unconditional love, example and encouraging the Star in words and actions.

**WHAT IS A WEEKEND GUIDE?** A Weekend Guide is a volunteer member of the team who agrees to serve as a Weekend Guide to a Star, in addition to her/his other team duties. The Weekend Guide has two principal duties. The first and most important duty is to pray for that young person before, during, and after the weekend. The second duty is to help the young person to follow Christ.

**WHAT DOES A WEEKEND GUIDE DO DURING THE WEEKEND?** During the weekend there are several opportunities to share one on one with the stars. It is the Weekend Guide's job to share openly and honestly with the Star about her/his faith journey and to encourage the Star to do the same. The Weekend Guide also prays for and with the Star. The Weekend Guide gives the Star a Bible and shares favorite Bible verses, works on two worksheets with the Star, and assists the Star with her/his forgiveness list. The Weekend Guide greets the Star each day. The Weekend Guide should encourage the young person to find a church home.

The role of the Weekend Guide is not to be an earthly sponsor. The role of the Weekend Guide is to be a spiritual cheerleader and friend. Show the Star that someone cares and that s/he is not alone because God loves her/him and so do you. LISTEN, LISTEN, LOVE, LOVE! Pray for your Star every day!

**WHAT DOES A WEEKEND GUIDE DO AFTER THE WEEKEND?** The main role of the Weekend Guide is during the weekend. However, it makes a big difference if you stay in touch with your Star after the weekend. Attending the Star Reunions is a great way to stay in touch. Another way to stay in touch is through correspondence. Any letters to the Stars should include the first and last name of the Star and the number and place of the weekend the Star attended.

**The Star should send letters to the Weekend Guide (or any team member) only via Epiphany's post office box and NEVER to a home address ( even if it is a PO Box).** That address is P.O. Box #, City, State, Zip. Once the Star is released, the Weekend Guide or team member may send any letters written to the young person to the Star's home address. It is recommended by Epiphany Ministry, Inc., that even after a Star is released, all letters to team members from the Star should be addressed to the state Epiphany P.O. Box.

**NOTE:** The following are in effect while the Star is incarcerated in a juvenile Institution/Facility. Once a Star is released from the Institution/Facility and is cleared by

State Rules and Regulations or is transferred to an adult Institution/Facility, s/he is no longer under the rules of Epiphany Ministry, Inc.

### **DO**

1. Get to know your Star.
2. Pray for your Star.
3. Encourage him or her to attend Church every Sunday.
4. Share what the Lord means to you.
5. Share the Bible together.
6. Challenge your Star and keep her/him accountable.
7. Write your Star, if possible.
8. Attend the Star Reunions, if possible at least 4-6 times.
9. Maintain Star's address; if your Star is moving, make sure you find out his/her new address and notify the person responsible for forwarding Epiphany's mail. Make sure you explain this to your Star.

**LISTEN, LISTEN, LOVE, LOVE!**

### **DON'T**

**If your Star ever requests you do any of the following things, please explain that it is against the rules. Never do any of the following:**

1. Give money or any gift or buy anything from the Star or accept any gifts.
2. Give a Star your phone number or tell the Star where you live, or give a Star your address
3. Give the Star a ride in your car or ride in a car with your Star
4. Visit the Star's home or allow the Star to visit your home.
5. Withhold any information the Star tells you about abuse, escape or harm to self or others from the proper authorities
6. Disclose any information about the Star, her/his family or her/his case to anyone unless the Star tells you about abuse, escape or threatens to harm her/himself or others  
**KEEP EVERYTHING CONFIDENTIAL!**
7. Smoke, drink or take any prescription/nonprescription drug around a Star
8. Arrange a meeting in private with a Star without other people around
9. Carry or give any messages to or from the Star
10. Push the Star to join your church

**IF YOU HAVE ANY DOUBTS OR QUESTIONS, PLEASE ASK!**



### **Weekend Guide Process - Optional**

Each Star will be assigned to a team member called a “Weekend Guide.” All Weekend Guide/Star activities are done in groups of 4 or 6. Each Weekend Guide/Star pair is teamed up with at least one other pair. The Lay Director should pair up the team members ahead of time.

### **Weekend Guide Activities**

The Weekend Guide is for the weekend, and you may establish a relationship with your star during the weekend. Because all team members are not able to attend all reunions, however, it is important to be available to all stars and not to make too big a deal of the fact that you were a weekend guide to only one.

- |       |   |
|-------|---|
| Day 1 | Greet Star at Beginning of the day; give nametag<br>Discuss prodigal child skit<br>Give Bibles to Stars   |
| Day 2 | Greet Star at beginning of day; give nametag<br>Discuss forgiveness lists and add names<br>What I Believe and Wonder about handout<br>Give T-shirts to stars                          |
| Day 3 | Greet Star at beginning of day; give nametag and flower<br>During the Celebration Party, a photo maybe taken of each Star with<br>his/her Weekend Guide and family table team members |

## **The Story of Teddy Stollard (From Tony Campolo)**

**NOTE:** The story of Teddy Stollard is included in this section as a useful tool to illustrate the difference a Weekend Guide can make in the life of one of the Stars. Read the story at a team meeting prior to requesting team members to sign up to be Weekend Guides.

To do something great that lives on after you doesn't necessarily mean you have to do something spectacular. I know about a teacher named Mrs. Thompson. The first day of class, all her students were there. Mrs. Thompson gave the speech that teachers always give, "I love you all the same; you are all very special to me; I have no favorites." Teachers lie! Not only do they have favorites, but there are some kids they can't stand, right?

Teddy Stollard was a boy she couldn't stand. He had a musty smell about him. His hair was always disheveled. His clothes were unkempt. He always seemed to stare into nothingness. There was a blank expression on his face. His eyes were unfocused, and his mouth hung open almost like there was something wrong with him. And when she asked him questions, he always answered in monosyllables of "yea" or "no." When she marked his paper, she got a perverse delight putting x's next to the wrong answers. She put the F at the top of the paper with a flair!

She should have known better... She had his records. Teachers have records. First grade: "Teddy is a good boy. Shows promise in work and attitude but poor home situation." Second grade: "Works hard but is deeply troubled. Mother is terminally ill." Third grade: "Teddy is too serious, too morose, deeply troubled, falling behind. His mother died this year. His father shows no interest." Fourth grade: "Teddy is a deeply troubled boy and may flunk unless something happens."

Christmas came and all the children brought their presents and piled them on the desk. Teddy brought a present, and she was surprised that Teddy would even bring a present. It was wrapped in brown paper and held together with scotch tape, and when she tore open the paper out fell a rhinestone bracelet with half the stones missing and a bottle of cheap perfume that was half used up. The children began to giggle, but Mrs. Thompson had enough sense to snap on the bracelet and put on some perfume on the other wrist and hold it up for the children to smell. Taking a cue from the teacher, they had all agreed it was lovely.

At the end of the day, when all the other children had left, Teddy remained behind. He came over to the desk and said, "Mrs. Thompson, Mrs. Thompson, you smell just like my mother, and her bracelet looks real nice on you too. I'm glad you liked my presents." Then he left, Mrs. Thompson got down on her knees and prayed for God's forgiveness... The next day when the children came into that class, she wasn't just a teacher who was going to impart information--she was someone who was going to make a difference in the lives of children, a difference that would live on after she was dead. She gave special attention to

the children who were slow, particularly Teddy, and she tutored him extra. By the end of the year he had caught up with most of them and was ahead of some.

Several years later, she got this note: "Dear Mrs. Thompson, I am graduating second in my class, and I wanted you to be the first to know. Love, Teddy Stollard." Four years later: "Dear Mrs. Thompson, they just told me I will be graduating first in my class. I wanted you to be the first to know. The university has not been easy, but I liked it. Love, Teddy Stollard." Four years later: "Dear Mrs. Thompson, As of today, I am Theodore J. Stollard, M.D. How about that? I'm going to be married in July, the seventh to be exact. I want you to come, and I want you to sit where my mother would have sat. You are the only family I have now. Daddy died last year..."

Mrs. Thompson went to the wedding, and she sat in the place where Mrs. Stollard would have sat. She deserved it, because she had done something with her life that would live on after she was dead. There is a little plaque that hung in my mother's room that read: "Only one life twill soon be past; only what's done for Jesus will last."

# TALKS

## Talk Preparation and Presentation Guidelines

### **IMPORTANT: Make sure your talk fits your State's Epiphany Star Guide Talk Sheets**

1. Pray for the guidance and power of the Holy Spirit.
2. Follow the talk outline. Make sure your talk achieves the objectives identified.
3. Keep it simple! Remember your audience and make sure your talk is understandable, well organized and easy to follow.
4. Adapt the talk to the "target audience". Characteristics of the target audience include the following:
  - 55 % are ages 16 and 17 ; 79% function below grade level
  - 70% of your audience is below average in intelligence
  - 72% have not grown up in a home where both parents live. Most do not have the same frame of reference for "family" as we do. Many have been neglected and/or abused by their families.
5. Use scripture. But remember many of the Stars have never read or been exposed to the Bible before so make sure the passages you are led to share are easy to understand and follow. Don't assume they are familiar with a verse.
6. Make sure personal witnessing is a major part of your talk. Use personal testimonies that illustrate the point(s) you are trying to make. The personal witnessing should fit the talk, not the other way around. Let the Stars get to know you through the talk. Be vulnerable! Our call is not to preach or make judgments – but to love. We do this by sharing that we aren't perfect either. We share the ways in which God has revealed himself in our lives. We share our failures and hurts without dwelling on how "bad" we are or how terrible something was that happened to us but on how "good" God is.
7. Remember to speak loudly and clearly. The tone of the talk should be conversational, lively, warm, and loving. Remember, you have an audience with short attention span.
8. Emphasize important points through repetition. If an idea is worth repeating, repeat it. Repetition helps the audience understand and remember.

9. Define key terms. Don't assume the audience understands the terms you are using.
10. Visual aids are essential. Simple, attractive, large visual aids help listeners understand and remember your talk. Pictures are especially helpful.
11. Maintain good eye contact throughout the talk. Use gestures and move around.

## Talk Critique Form

**Be honest but be kind!**

SPEAKER \_\_\_\_\_ TALK \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: Beginning \_\_\_\_\_ Ending \_\_\_\_\_ Elapsed \_\_\_\_\_ Allotted \_\_\_\_\_

1. Were the objectives of the talk achieved? \_\_\_\_ yes \_\_\_\_ no

Suggestions \_\_\_\_\_

2. Did the speaker follow the talk outline? \_\_\_\_ yes \_\_\_\_ no

Suggestions: \_\_\_\_\_

3. Was the outline covered? \_\_\_\_ yes \_\_\_\_ no

Suggestions: \_\_\_\_\_

4. Will the Stars be able to understand the talk? \_\_\_\_ yes \_\_\_\_ no

Suggestions: \_\_\_\_\_

5. Did the speaker use any scripture? \_\_\_\_ yes \_\_\_\_ no

What? \_\_\_\_\_

Suggestions: \_\_\_\_\_

6. Did the speaker give any personal witnesses? \_\_\_\_ yes \_\_\_\_ no

What? \_\_\_\_\_

Suggestions: \_\_\_\_\_

7. Did you get to know the speaker through the talk? \_\_\_\_ yes \_\_\_\_ no

Suggestions: \_\_\_\_\_

8. Was the speaker vulnerable enough? \_\_\_\_ yes \_\_\_\_ no

Suggestion: \_\_\_\_\_

9. Was the talk well organized and easy to follow? \_\_\_\_ yes \_\_\_\_no

Suggestions:\_\_\_\_\_

10. Was the tone conversational, lively, warm, and loving? \_\_\_\_ yes\_\_\_\_ no

Suggestions:\_\_\_\_\_

11. Were the visual aids simple, attractive and easy to read? \_\_\_\_ yes\_\_\_\_ no

Suggestions:\_\_\_\_\_

12. What is the one suggestion you would make for improvement?

---

13. What is your favorite part of the talk:

\_\_\_\_\_

OTHER COMMENTS:

## **Introduction Before Each Talk**

**With our eyes wide open to the wonders of God. With an attitude of cooperation and love. Let us open our hearts and prepare to experience God through the presence of the Holy Spirit.**



# TALKS

## #1 Goals

**Lay Talk – First Day @ 9:30 a.m.**

***THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES: CORE IDEAS:***

- *We make choices*
- *We need to determine our life goal*
- *We can reach our life goal*

### **LORD'S PRAYER**

#### **I. INTRODUCTION**

- A. Speaker introduces self
- B. Speaker gives title of talk
- C. Remind to take notes

#### **II. GOALS ARE A PART OF OUR LIFE**

- A. We are always making choices and the choices we make determine our future.  
Goals, just like our future, can be changed.
- B. Everybody has a goal. We may or may not be aware of it.
- C. Briefly define Goals. (A Goal is a dream with a deadline. A point toward which we are progressing. A line or place at which something is ended.)

#### **III. WHAT IS OUR LIFE GOAL?**

##### **A. CHARACTERISTICS OF OUR LIFE GOAL OR DREAM**

1. It is a combination of one's dreams, hopes, desires, plans, and ideas.
2. It should be a goal set high enough to demand the best in us.
3. It should be a goal we can reach.
4. It should give our lives lasting purpose and meaning.

##### **B. DETERMINING OUR GOAL**

1. We must ask ourselves, What is my life goal? Have you ever thought about it?
2. What is your dream? You can achieve it! (Personal witness)
3. It's not always easy. Sometimes things get in the way of our goals. (Personal witness)

#### **IV. BARRIERS TO GOALS (Cite examples from speaker's life)**

- A. Impatience
- B. Poor priorities – Wrong decisions
- C. Discouragement from other people

- D. Fear (especially of failure) – Not succeeding does not mean failing.

**V. HOW TO REACH YOUR GOAL**

- A. Start wherever you are and point toward where you want to go – **don't** look at the past.
- B. Keep reviewing what's important to you. Ask yourself two key questions each day:
  - 1. What can I do today that could keep me from reaching my goal?  
And don't do it!
  - 2. What can I do today to help me reach my goal? AND DO IT!
- C. Never, Never, Never give up!

**NOTE:** This talk should cause the Stars to think about goals and priorities. It is important for your personal story to be a major part of this talk. Other than leading the group in the Lord's Prayer, no other mention of God or Jesus should be made by the speaker. This is a motivational talk!

#2 My World  
**LAY TALK – FIRST DAY @ 12:20 P.M.**

**THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES!**

**CORE IDEAS:**

- *Creation of the world and man*
- *Who is God? God is love*
- *How does God affect my World?*

**LORD’S PRAYER**

**I. INTRODUCTION**

- A. Speaker introduces self
- B. Speaker gives title of the talk
- C. Remind to take notes

**II. CREATION OF THE WORLD AND MAN**

- A. God created all things. God created rocks, plants, animals and people. Only humans have the ability to tell right from wrong and make choices. God planned it that way.
- B. The Bible explains how God created the world and man. “God created man in His own image.” (Genesis 1: 27). Man is God’s most important creation.

**III. WHO IS GOD?**

- A. God is ... (Cite brief personal examples of these)
  - 1. All-powerful (Jeremiah 32: 17)
  - 2. All-knowing (I John 3: 20)
  - 3. Ever-present (Ps. 139: 7-12)
- B. God **is** love. (I John 4: 8, 16)
  - 1. Not that God will love us but that God is love – unconditional love. God wants the best for us. Nothing we can do can make God love us any more or any less. Remember we are God’s creation.
  - 2. When we make mistakes and we all do, God still loves us and offers us forgiveness. I know it’s true because God has always loved me. (Speaker emphasizes through personal witness that we do have a God of second chances – a loving and forgiving God that can forgive anyone.)
  - 3. God showed us how much he loved us by sending His only son to give us a better life on this earth and beyond. God has changed my world. (personal witness)
- C. God is the greater part of my world. I hope He will become the greater part of yours.

### #3 You Are Not Alone

## CLERGY TALK – FIRST DAY @ 1:50 P.M

**THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES!**

The sharing of the prayer chain and general agape should be an additional ten minutes.

#### CORE IDEAS:

- *God Loves you!*
- *Who is Jesus? Jesus is our friend!*
- *Introduction of Agape*

#### LORD'S PRAYER

##### I. INTRODUCTION

- A. Speaker introduces self
- B. Speaker gives title of the talk
- C. Remind to take notes

##### II. GOD WANTS TO BE YOUR FRIEND

- A. Throughout the Bible we see evidence that God wants to be our friend. God loves you! (Briefly illustrate through scripture.) God's ultimate evidence of His love for us was Jesus.
- B. Jesus wants to be your best friend. Jesus loves you! You pick your friends. Jesus wants you to choose to be His friend. He will never leave you or reject you. He'll be the best friend you'll ever have. It's your choice. (Contrast with human friendship.)
- C. Personal witness of speaker on how Jesus has been your best friend.

##### III. WE ARE NOT ALONE – YOU ARE LOVED

- A. God loves us. God knew that we needed to be able to see and feel His love so God sent other Christians to love and support us. (Personal witness of speaker on how the Christian community has strengthened you.)
- B. The members of this team and Christians all over the world love you, care about you and have been praying for you by name. The reason these people love you unconditionally is because Jesus is their friend. No one is expecting anything in return from you.
- C. That's what God's love is like – God loves you unconditionally. (Personal witness on how you have experienced God's unconditional love.)

##### IV. AGAPE

- A. God's unconditional love can be expressed in many ways. Sometimes it's a hug or an encouraging word or a prayer. Sometimes you can actually see it.

- B. There is a special word we use to describe prayer and other expressions of God's unconditional love that's happening for you this weekend. It is Agape. Agape love is giving something to someone else unconditionally, wanting or expecting nothing back in return. Agape love is the way God loves us. We can see it today through the written expressions of other Christians and through their prayers, sacrifices and love on our behalf. A word that is often used to express this agape is "DeColores" and it can be used to say 'Hello" or "Good-bye" or other expressions of love.
- C. The speaker then shares these expressions beginning with the prayer vigil or they asks the Agape Coordinator to bring in the Prayer Vigil and share Agape Letters.  
Please share the agape with feeling and meaning. Your task is to relay to the Stars the significance of Agape.
- D. God loves you, Jesus loves you and a lot of Christian brothers and sisters (as evidenced by all the Agape in this room) love you – YOU ARE NOT ALONE! YOU ARE LOVED!

#4 Discovery  
**LAY TALK – SECOND DAY @ 8:25**

**THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES!**

**CORE IDEAS:**

- *Overview of the Bible*
- *How to study the Bible*
- *How the Bible supports us in our walk with the Lord*

**LORD’S PRAYER**

**I. INTRODUCTION**

- A. Speaker introduces self
- B. Speaker gives title of the talk
- C. Remind to take notes

**II. DISCOVERY IS PART OF OUR LIFE IN GRACE** (Speaker should illustrate through personal witness)

- A. Discovery is uncovering something that already exists. Discovery is when it becomes new to us.
- B. When you’re a Christian, you want to discover more about Christ and being a Christian.
- C. Discovery is a continuing, life-long process. We learn and grow as Christians and we become better friends with Jesus. (brief personal illustration)

**III. MEANS OF DISCOVERY** (Speaker should illustrate through personal examples)

- A. Prayer – conversations with God
- B. Worship – Worship is more than just attending church. “Sitting in church will no more make you a Christian than sitting in a parking lot will make you a car.”
- C. Reading and Studying
  - 1. The Bible (source book of faith)
  - 2. Other Christian Books/Devotionals

**IV. THE BIBLE IS THE KEY TO DISCOVERY**

- A. Overview of the Bible
  - 1. What is the Bible?
  - 2. What are the parts of the Bible?
  - 3. What are some of your favorite verses? (Personal Witness)
  - 4. How do you study the Bible? (Personal Witness)
- B. Philippians 4:13

1. A Christian has a way to make it through anything. Illustration: Once there was a terrible storm. Everything was destroyed, all the trees were uprooted except one little budding tree. When they re-rooted the tree, they found it was wrapped around a rock. Jesus can be your rock. If you wrap your roots around the rock of Jesus it doesn't matter what kind of storm comes through your life – you can survive it.
2. Personal witness on Jesus and specifically God's word (the Bible) has helped you through a difficult situation.

#5 A Christian  
**CLERGY TALK – SECOND DAY @ 11:15 A.M.**

**THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES!**

**CORE IDEAS:**

- *We are all sinners*
- *Why God sent Jesus*
- *Jesus died for us – Salvation message*

**LORD’S PRAYER**

**I. INTRODUCTION**

- A. Speaker introduces self
- B. Speaker gives title of the talk
- C. Remind to take notes

**II. GOD IS OUR POTTER**

- A. God is the Potter - we are the clay. Without Jesus we are like this clay – a mass of nothing. (Show wad of clay.)
- B. The potter, not the clay, makes the pots usable.
- C. Sometimes potters have to re-do the piece. God has and is reshaping me.

**III. WE ARE ALL SINNERS (Speaker explains through personal witness.)**

- A. I am a sinner. When we do what we want to do instead of what God wants us to do we are sinning. (Personal witness)
- B. But even though I am a sinner I know God still loves me. (Personal witness)
- C. WE ARE ALL SINNERS. Romans 3:23. No one is perfect and all fall short of the glory of God.

**IV. GOD KNEW ALL WOULD SIN SO HE DEvised A PLAN FOR OUR REDEMPTION**

- A. He sent His only Son Jesus
  - 1. To show us what God is like – John 14:9
  - 2. To be an example of what God wants us to be – Luke 4:18-19, Luke 4:43
  - 3. To die that we might be saved – sacrificial lamb. John 3:16
- B. We can’t straighten our lives out but God can through His son Jesus Christ. I cannot change myself but when I surrender my will to God He begins to change me. (Personal witness)

**V. GOD OFFERS US A FREE GIFT OF ETERNAL LIFE THROUGH CHRIST JESUS**

- A. If we believe that God is God, that Jesus died for our sins and we receive Him into our heart and accept Him as our personal Savior, we will have



eternal life. John 3:36, 5:28-29, 3:16. Later tonight you'll have the opportunity to do this.

- B. A Christian chooses to follow Christ. (Personal witness) God gave His Son for you. You may choose to follow Him. Will you follow Christ and allow God to change your life?

#6 Prayer  
**LAY TALK – SECOND DAY @ 3:20 P.M.**

**THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES!**

**CORE IDEAS:**

- *The Holy Spirit?*
- *Prayer*

**LORD’S PRAYER**

**I. INTRODUCTION**

- A. Speaker introduces self
- B. Speaker gives title of talk
- C. Remind to take notes

**II. PRAYER**

- A. Why we pray
  - 1. Scripture references: Psalm 46: 1
  - 2. To pray is to change. This is a great grace. How good of God to provide this path to change.
  - 3. To pray is to develop our friendship with God. Like any friendship we need to share and listen.
- B. How we pray
  - 1. Pray as you can, not as you can’t.
  - 2. In the same way a small child cannot draw a bad picture, so a child of God can’t offer a bad prayer. Richard Foster
  - 3. Scripture references: 1 John 3:20
- C. When we pray
  - 1. Scripture references: Hebrews 13:15, 1Thessalonians 5:17-18, Colossians 4:2.
  - 2. Pray without ceasing.
- D. What we pray
  - 1. Scripture references: Romans 12:12, Ephesians 6:18.
  - 2. We bring ourselves to God as we are and then we open our hearts, sharing our concerns and our thanksgivings, our faults and our shortcomings, our needs and the needs of others.
  - 3. Prayer is ordinary people bringing ordinary concerns to a loving father.

**III. HOLY SPIRIT IS “THERE FOR US”**

- A. Define the Holy Spirit
- B. Scripture references: Ezekiel 36:27, Galatians 4:6, Matthew 3:16, Matthew 12:18, Luke 11:13, 1Corinthians 3:16
- C. We experience the presence of the Holy Spirit in many ways. One of the ways is through prayer. (Personal witness of speaker as to how prayer has

strengthened your relationship with God and recount times when you have felt the presence of the Holy Spirit during prayer. Please do not make prayer appear like an Aladdin's lamp.)

## #7 LOVE

**Lay Talk – Third Day @ 10:00 a.m.**

**THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES!**

### **CORE IDEAS:**

- *Differentiate between God's love and human love*
- *God's unconditional love*

### **LORD'S PRAYER**

#### **I. INTRODUCTION**

- A. Speaker introduces self
- B. Speaker gives title of talk
- C. Remind to take notes

#### **II. LOVE IS DEFINED**

- A. Love means different things to different people. You can't love something that can't love you back. (brief illustration)
- B. God defined love in John 13:34, "Love each other as I have loved you" and John 3:16. God gave us the example. (Can you imagine loving someone so much that you would be willing to give up the life of your only son so that the person would be O.K.? God did that for you and for me.)

#### **III. WE ARE CALLED TO LOVE** (Speaker should illustrate through personal witness)

- A. Love is not given expecting anything in return. Love is not motivated out of what we need but out of our genuine concern for the good of others. Love is motivated by the need to serve others. All of us are called to love. True love is the love Christ had for us. Jesus gave us all He had. He died for our sins because He loved us that much. The ultimate act of how to love.
- B. Explain the difference between God's love and human love. Typically the questions Stars want answered is why does "love" hurt and why do the people we love hurt us. Specifically address both of these concerns.
- C. Read 1John 4: 7-12 and Matthew 22: 37-39 and explain.
- D. Loving God and other people – even our enemies – is our most important job. 1John 4: 19-21. Sometimes it's hard to love as God wants us to love. It's hard to love our enemies. It's hard to love others without attaching strings. God knew it would be hard to love others and that is why He sent His Holy Spirit to be with us.

#### **IV. GOD'S LOVE DEFINED AND ILLUSTRATED**

- A. 1Corinthians 13: 1-13. Explain using this scripture that we are not loving when we are jealous, or lose patience or remember wrongs... Also explain that we are loving when we forgive, or put our feelings aside to do what is best for someone else, or encourage others...
- B. Portray God's love through giving examples of people's "only-if" love versus God's unconditional love in your life. God's love doesn't love us because of what we do. Real love has no conditions. God's love has always been there for us. His love never gives up on us.
- C. God shows us He loves us through other people. God's unconditional love is what made Epiphany possible. People are praying for you, serving on this team, making things for you because they love you with the love of Christ.
- D. Personal witness of the speaker. Share how God's unconditional love has touched your life.

#8 You Can Do It  
Lay Talk – Third Day @ 1:45 p.m.

**THIS TALK SHOULD BE NO LONGER THAN 15 MINUTES!**

**CORE IDEAS:**

- *How to hold onto your friendship with God*
- *Things to do with your friendship with God*
- *The Church – The Community of Faith*

**LORD’S PRAYER**

(Note to the Speaker: Please use personal witness throughout the talk to illustrate each point.)

**I. INTRODUCTION**

- A. Speaker introduces self
- B. Speaker gives title of the talk
- C. Remind to take notes

**II. WHAT WE HAVE EXPERIENCED THIS WEEKEND IS ONLY THE BEGINNING OF A FOREVER AND EVER AND EVER FRIENDSHIP WITH GOD. GOD LOVES YOU!**

- A. God is our forever friend. He has never left us and He never will.
- B. This weekend was not prepared just so we could have a good time. It is our hope and prayer that this weekend changed your life forever.

**III. WE ALL HAVE RESPONSIBILITY IN THREE AREAS.**

- A. TO OURSELVES.
  - 1. Pray. Talk to God regularly.
  - 2. Study His word in the Bible.
- B. TO CHRIST
  - 1. Stay connected to Jesus by going to church regularly. The church is the community of faith. It is a **group** of people who have faith in God, Jesus Christ and each other. All of the team members are members of the community of faith.
  - 2. Personal witness of speaker as to how the community of faith has sustained him/her.
- C. TO OTHERS
  - 1. If Christ is in your heart you must share Christ’s love with others.
  - 2. Support others, forgive others, love others. You may be the only Bible anyone ever reads.

**IV. YOU ARE NOT ALONE**

- A. It's not going to be easy – we know that – but the feeling you have now can last forever if you keep your friendship with God. Philippians 4:13
- B. Remember you have a family, the family of God. We love you, your brother Jesus loves you and God loves you and nothing, nothing will ever change His love for you!
- C. Personal witness of speaker on how you have believed “You Can Do It” through life's difficulties.

## Final Talk / Fourth Day

### Third Day @ Closing 4:00 p.m.

There are two parts to this talk. It is preferred that both parts be delivered. The first would be done by a Graduate Star who has demonstrated maturity. The second part can be done by the Lay Director or another team member. If there is not a mature Graduate Star for the First part, it may be eliminated; the second part stands alone.

This talk should be introduced as the FINAL TALK, RATHER THAN AS THE Fourth Day Talk, since the Fourth Day has yet to be defined.

#### CORE IDEA:

- Part 1: To share the experience of keeping their faith walk and living a Christian Life in their living units.
- Part 2: To prepare Stars to return to their living units, and to encourage them to continue their faith walk.

PART 1: No more than ten minutes

#### LORD'S PRAYER

##### I. INTRODUCTIONS

- A. Say your name.
- B. Tell what Epiphany weekend you attended
- C. What was your Table family name (ie Patience, Joy, etc.)

##### II. STAYING CONNECTED WITH GOD

- A. What you have done to stay connected with God since your Epiphany weekend (Church, Bible Study, reunions)
- B. Obstacles you have experienced as you grow and learn about living a Christian Life.

##### III. ENCOURAGEMENT TO NEW GRADUATE STARS

- A. How these new Graduate Stars support each other to grow in faith B. Words of encouragement

PART 2: NO MORE THAN 10 MINUTES

##### I. INTRODUCTION

- A. Speaker introduces self



- B.** Give Title of Talk by first talking about the three-day weekend, and then Fourth Days

**II. WHAT TO DO WITH THIS EPIPHANY WEEKEND**

- A.** What to do with this weekend-put in a scrapbook?, fuggedaboutit?, Use it to make a profound difference in your life?  
**B.** Allow God's love into your life and allow it to expand.

**III. GOING BACK INTO THE WORLD**

- A.** The world has not changed in the last three days – elaborate on issues they face – violence, loneliness, racial tension, boredom, etc. You may find yourself angry when you return to your living unit – it's very different from here. Be prepared for that anger.  
**B.** While in God's safe space you have let down masks and shared openly. When you go back you may find people testing you or watching you. There are some who will try to pull you away from God. But God is stronger than that!.  
**C.** You may find it hard to stay connected with God. Jesus knew that the world has a strong pull on people and warned His disciples to be "wise yet choose to treat others with gentleness and respect."  
**D.** Growing as a Christian take practice; it takes time to build spiritual muscles.  
**E.** God gave us His Spirit to lead us and strengthen us.

**IV. GROWING IN FAITH AND GOD'S LOVE-STAYING CONNECTED**

- A.** Four things to remember from this weekend
1. God's Love: God loves you as His precious child
  2. Christian Family: You are part of a Christian family that loves and accepts you
  3. Overcoming Obstacles: there is no problem so big or bad that you and God together cannot handle it.
  4. Your experience: no one can take away the experience of this weekend – no one!
- B.** Five things to do to stay connected with God
1. Study the Bible-Basic Instruction Before Leaving Earth
  2. Attend Worship services at your chapel
  3. Use the objects from the weekend to remind you of God's love – Tshirts, new Bible, the cross, agape
  4. Share Christian fellowship with others-come to reunions
  5. Love and support each other on your faith walk here at the institution – words of encouragement, prayer, remind each other of God's love

**V. BENEDICTION**

# SKITS

## Skit Preparation (Facilitator)

General Observations: A different skit is performed each day by the team. The main purpose of the skit is to emphasize the theme of the day. Other purposes include instruction (teaching the Stars fundamental Christian lessons), entertainment (showing the Stars that being a Christian is anything but boring) and team formation (strengthening the team's sense of community as participants in the skit work together in a spirit of cooperation and charity). With these things in mind, the group should:

1. Discover the skit's main purpose.
2. Keep the main purpose of the skit clearly in focus.
3. Cover the essential elements of the story, including any dialogue needed to understand the story.
4. Encourage creativity (skits may be serious, humorous, or both; skits may also be updated slightly so that the Stars will understand them. For example, "hospital" may be used instead of "inn" or "preacher" instead of "Levite." You are discouraged from updating the entire story, however, lest the meaning be changed. There is, for example, no modern-American equivalent for a king).
5. Try to include all group members in the creative process (especially group members who are shy or inexperienced).

The skits are not “theatrical productions” - they are skits. The leader is not a director, but a Facilitator. The Facilitator's role is to assist the group, as needed. Some groups may need little or no assistance. Some groups may need a lot of encouragement; others may need to hold back a little, so that the story is not lost in the fun. Some members may need encouragement to speak up, etc.

**How to begin:** (There is no set procedure for preparing a skit; however, familiarity with the story is critical. The following is a suggestion for group preparation.)

- Open with a prayer.
- Have the group introduce themselves and tell what role they have been assigned.
- Ask a group member to read the scripture aloud; instruct the group to listen for their particular character in the story.
- Ask group if everyone was able to locate their character's place in the story. (If someone is unable to identify their role, read the story again and invite others to help them find their place in the story).

- Instruct the group as follows: “All stories have a climax or focal point. The climax is the point of highest dramatic tension or the major turning point in the action.” Ask another group member to read the scripture a second time aloud; instruct the group to listen for the climax of the story - the major turning point in the action.
- Have the group discuss and identify the climax of the story. (There should be a group consensus as to the focal point before you continue. Repeat steps 5 and 6, if necessary.)
- Instruct the group as follows: “Although each of the characters may have their own story to tell, we can only tell one story at a time. If we try to tell more than one story at a time, the skit will lose its focus. Although we are telling one story, all the roles are important: all the characters combine to lead us up to the focal point.”
- Ask the group to share how their particular character fits into the story.
- Ask another group member to read the scripture a third time aloud. Instruct the group to listen for any dialogue that is critical to the meaning of the story.
- Ask the group to identify any dialogue that they think is critical to an understanding of the story. Do these words need to be spoken exactly as written? Why or why not? Does the skit have a narrator? If so, how much of the story does the narrator need to tell?
- Ask another group member to read the scripture a final time aloud. Instruct the group to think about any props or costumes that will enhance the story, lend humor to it, etc.
- Discuss what props or costumes the characters will need. Are there parts of the story that lend themselves to humor? What are they?
- You are ready to rehearse. Tell the group to remember two things: speak up so that everyone can hear you, and face the group whenever possible (stand with both feet facing the audience, whenever possible). At this point, the facilitator should let the group direct itself, referring the group to the text itself to answer any questions. After one or two run-throughs, the skit should be ready.

## **Life of Christ Series**

### **PART 1 - JESUS IS BORN (Shepherd) The meditation should be NO LONGER THAN 5 minutes!**

Reference Luke 2:8-16

**Notes to speaker:** Do not just read this story, tell the story. It does not matter whether all the details mentioned here are covered. What does matter is that you speak sincerely and with conviction of the events of Jesus' birth, as if you were present with Jesus. Feel free to refer to the portions of the Gospels referenced above and embellish your story with details taken from them. This is not a time for theatrics, but it is a time to instruct in a way that will be entertaining and memorable. Use any costumes or props that will make the story more interesting. Remember to explain things that young people may not know about.

### **JESUS IS BORN**

I was a young boy - about your age - the night Jesus was born. I was a shepherd in those days. My job was to watch the sheep, day and night, to make sure they didn't wander off. That night I was out in the fields with some other shepherds, watching my sheep.

Suddenly, a bright light was shining on us. The brightest light I had ever seen. It lit up the whole sky, in the middle of the night. I don't mind telling you, I was scared to death. A voice spoke to us from out of the light, saying, "Don't be afraid. I've got great news for you! Great news for the whole world! This very day, in a city called Bethlehem, is born a Savior which is Christ, the Lord."

Our ancestors had been looking for a savior for hundreds of years so, right then and there, we made up our minds we were going to Bethlehem to find this baby. But to us country shepherds, Bethlehem was a pretty big place. There had to be more than one baby there. How were we going to know we had found the right one?

The angel must have read our minds. The angel said you'll find the baby wrapped in a blanket lying in a manger. Do you know what a manger is? It's a feed trough. It's the thing in a barn where you put the hay for the horses. Well that narrowed it down a bit. There couldn't be more than one baby lying in a feed trough.

Then all of a sudden a whole group of angels filled the sky, saying praises to God. When the angels were gone, we just looked at one another. We decided right then, sheep or no sheep, we had to go see this baby - the one the angels had said was the Savior of the world!

We hurried into Bethlehem and found the baby and his parents, Mary and Joseph, in a barn, just like the angel had said. The baby's name was Jesus. I have never seen another baby like that. One look at that baby and we all fell on our knees and worshipped Him. The son of God, the savior of the world had been born!

## **LIFE OF CHRIST - PART 2A - JESUS' LIFE (Peter)**

**The meditation should be NO LONGER THAN 5 minutes!**

**NOTE to speaker:** Do not just read this story, tell the story. It does not matter whether all the details mentioned here are covered. What does matter is that you speak sincerely and with conviction of the events of Jesus' life, as if you were present with Jesus. One effective transition from story to story has been the sentence "Jesus is my friend." Feel free to read the Gospels and embellish your story with details taken from them. This is not a time for theatrics, but it is a time to instruct in a way that will be entertaining and memorable. Use costumes or props that will make the story more interesting. Remember to explain things that young people may not know about.

### **JESUS' LIFE**

My name is Peter. I came here to tell you about the best friend I ever had. His name is Jesus.

I first met Jesus when He was 30 years old. He wasn't like anyone else I had ever met. He was special. He could do things that I had never seen anyone do. Once I saw Jesus touch the eyes of a man who had been born blind. Immediately the man could see! Another time, a man was brought to Jesus on a cot. The man couldn't move. Jesus told the man to pick up his bed and walk, and the man did!

Once some friends of Jesus named Mary and Martha sent for Jesus to help their brother, Lazarus, who was very sick. Jesus didn't get there in time and Lazarus died. Lazarus had been dead for over three days when Jesus got there. When Martha heard that Jesus coming, and she ran to Him, while Mary stayed at home. Martha said, "Jesus, if you had only been here my brother would not have died." Jesus asked her, "Who do you say I am?" She said, "Lord, you are the Christ, the Son of God." Jesus took her to the place where Lazarus was buried. Jesus commanded that the grave be opened. The sisters didn't want to open the grave, because Lazarus had been dead for three days, and by now his dead body would smell awful. Jesus insisted, and the grave was opened. Then Jesus called out, "Lazarus, come out." What do you think happened? The dead man walked out of the grave! He was alive!

Do you see now why I followed this man, Jesus? Jesus was not just a powerful man, he was a good man. In the three years that I was with him, he never did one bad thing.

The rest of the people that met Jesus loved him. You would think that a man as powerful and popular as Jesus would have a big house and lots of nice clothes. Not Jesus. He lived from one day to the next. He walked from one town to another. He never knew from one night to the next where he would sleep or what he would eat. He didn't carry anything with him but the shirt on his back. He trusted God for everything.

There were lots of people who came to Jesus, but there were twelve of us who gave up everything to follow him. We left our family and friends, our jobs and our homes, just to be with Jesus. For three years we hardly ever left his side. It didn't take long for us to

realize who Jesus was. He was the son of God. The Christ. The Messiah. The one the prophets had written about for hundreds of years. We knew from our studies that Jesus had come to establish a new kingdom - the kingdom of God. He had come to bring lasting peace to the world. We expected him at any time to gather his army together and overthrow the government, and we wanted to be there with him when it happened. After all, Jesus has power over DEATH! How could he lose.

## **LIFE OF CHRIST - PART 2B - JESUS' LIFE**

**(Peter continues) The meditation should be NO LONGER THAN 5 minutes!**

The last night I saw Jesus was Thursday night. We had all gathered together for supper. Jesus took the bread, gave thanks, broke it, and gave it to us. He said, "Take this and eat it. This is my body which is given for you." After we had eaten, he took the cup of wine. He said, "Drink this, all of you. This is my blood which is shed for you and for many for the forgiveness of sins." We didn't understand what Jesus meant, but we did as we were told.

One of the men, a man named Judas, left in a hurry before we were finished.

After supper, a couple of the guys were talking about how it would be when Jesus was in charge of the world. They were arguing about which one of them would be his right-hand man. Each one wanted to have more power than the other. While they were arguing about which one of them Jesus liked the best, Jesus did something I'll never forget. He wrapped a towel around his waist, like he was a servant. Then he took a bowl of water, got down on his knees, and washed our feet! He told us, "Whoever wants to be first among you, must be a servant of others." Then, one by one, Jesus washed our dirty, grimy feet - just like he was our servant!

After supper, Jesus asked us to go with him across town to a quiet place. When we got there, Jesus asked us to wait while he went off by himself to pray. Jesus prayed a long time. He seemed very concerned about something - like something bad was about to happen. I could hear him praying, asking God to help him. Jesus said, "Father, if it is possible, let this cup pass from me; but only if it is your will, not mine." Jesus prayed for hours. I don't remember everything he said. It was late at night. I kept falling asleep.

As we were leaving, Judas showed up. He wasn't alone. The guards were with him. They grabbed Jesus and began to carry him away. I drew my sword and cut off the ear of one of the servants. Jesus told me to put up my sword. Then He touched the servant's ear and it was healed. The soldiers carried Jesus off and the rest of us ran away before they could catch us.

The guards took Jesus to a place where they beat him up really bad. They took turns spitting on him. Then the lawyers got together and made up some false charges against him. They woke up the judge and had a trial. They asked Jesus a lot of questions, but he wouldn't

answer them. The judge ordered that Jesus be flogged. Flogging is like whipping, except the whip has small nails on the end of it. They flogged Jesus until his whole body was like raw meat. The judge wanted to turn him loose. He knew that Jesus was innocent. But by then, there was a crowd around and they were thirsty for blood. They wanted Jesus dead. They were all screaming, "Crucify Him!" So the judge sentenced Jesus to death by crucifixion.

All this time, I had been waiting outside, trying to listen. I was warming myself by a fire when someone recognized me. "Aren't you one of Jesus' followers?" they asked me. I told them no, that I didn't even know Jesus. They asked again and again. Each time, I said I didn't even know Jesus. I denied my Lord. I betrayed my friend.

## **LIFE OF CHRIST - PART 3 - JESUS' DEATH (John)**

**The meditation should be NO LONGER THAN 5 minutes!**

Reference Luke 23, Matthew 27, Mark 15, John 18-19

**NOTE to speaker:** Do not just read this story, tell the story. It does not matter whether all the details mentioned here are covered. What does matter is that you speak sincerely and with conviction of the events of Jesus' death, as if you were present with Jesus. Please make the details of His crucifixion and death very graphic so the Stars will understand the terrible pain Jesus went through for us. Feel free to read the chapters of the Gospels referenced above and embellish your story with details taken from them. This is not a time for theatrics, but it is a time to instruct in a way that will be memorable. Use any costumes or props that will make the story more interesting. Remember to explain things that young people may not know about.

### **JESUS DIES**

My name is John. I was one of Jesus' closest friends. I was with him when he died. It was early Friday morning. It was hard to believe that the night before we had eaten supper together.

They made Jesus, an innocent man, carry his own cross up the long hill to Golgotha - the Place of the Skull. Jesus was so tired that he fell down in the muddy road. Only then did the soldiers pick a man from the crowd to carry Jesus' cross for him. The soldiers were afraid Jesus might die before they could torture him.

When they got to Golgotha, they stripped Jesus' clothes off. The soldiers drew straws to see which one got Jesus' clothes. Then they nailed Jesus' hands and feet to the wooden cross. They lifted up the cross, so that he would hang from the nails, and hammered it into the ground. Above his head, someone had written, "The King of the Jews." They placed a crown made of thorns on his head and laughed at him.

It was hard for Jesus to breathe. He had to put all his weight on the nails in his feet just to let the air out of his lungs. I was standing nearby with Mary, Jesus' mother. Suddenly we heard a sound. Jesus was trying to speak! He looked from his mother to me, and said, "Mother, this is your son." He had given me the honor of caring for his mother after his death.

At about noon, the sun stopped shining and darkness covered the whole earth. Jesus spoke again and again. We didn't know where he was getting his strength. Finally, he said, "Father, into thy hands I commend my spirit!" Then he died. To make sure Jesus was dead some soldiers stuck a sword through his side.

Jesus was buried that day, in a borrowed tomb. All of his followers were afraid. We thought we might also be put to death on the cross. We went into hiding.



## **THE LIFE OF CHRIST - PART 4 - THE RESURRECTION (Mary)**

**The meditation should be NO LONGER THAN 5 minutes!**

Reference Matthew 28, John 20, Mark 16, Luke 24

**NOTE to speaker:** There are two alternative scripts. Both are acceptable. Do not just read this story, tell the story. It does not matter whether all the details mentioned here are covered. What does matter is that you speak sincerely and with conviction of the events of Jesus' resurrection, as if you were present with Jesus. Feel free to read the chapters of the Gospels referenced above and embellish your story with details taken from them. This is not a time for theatrics, but it is a time to instruct in a way that will be entertaining and memorable. Use any costumes or props that will make the story more interesting. Remember to explain things (like the tomb) that young people may not know about.)

### **JESUS IS ALIVE!**

My name is Mary Magdalene. I was one of Jesus' followers. I was there when Jesus died and was buried. Jesus had no money and we had no idea where we would bury him. One of his followers - a rich man - talked to the guards as they were taking Jesus' body down from the cross. The rich man told the guards that he would bury Jesus in his tomb. The tomb was a large rock that had been hollowed out inside. We placed Jesus' body in the tomb. Several guards rolled a huge rock in front of the door of the tomb. The guards were afraid that someone might try to steal Jesus' body, and so they posted several guards at the tomb to guard the door. It was late on Friday afternoon. We didn't have time to wash Jesus' body and prepare it before we left.

The next day - Saturday - was the Jewish holy day. The law didn't let us go back to the tomb until Sunday morning. Early Sunday morning we were walking to the tomb carrying the water and spices to wash Jesus' body. We didn't know how we were going to move the rock away from the door of the tomb. All of a sudden the ground shook. It felt like an earthquake. We ran to the tomb.

When we got to the tomb, the rock had been moved away. There was this bright, shining, angel sitting on top of the rock. I was afraid and happy at the same time. It seemed to know us, and it spoke to us. "Don't be afraid," the angel said. "Who are you looking for?" "We're looking for Jesus of Nazareth, who was crucified." I said.

Then the angel said something unbelievable. "He's not here. He's alive! He has been raised from the dead, just like he told you he would be."

The angel told us to look in the tomb, and sure enough Jesus' body was gone. Then the angel told us to go tell the others that Jesus was alive again and was going to meet us all in Galilee. I was confused and didn't know what to think. I was afraid someone was playing a trick on us.

We all left in a hurry. As I was leaving, I bumped into a man. I thought he was the gardener. He asked me why I was crying. I told him I was upset because they had taken Jesus' body

and wouldn't tell me where they had put it. The man looked at me. Then He spoke my name. It was Jesus! I couldn't believe my eyes! Just two days before, I had helped lay His body in the tomb. He was dead! And now, here he was, standing in front of me, talking to me! He told me to tell the others to go to Galilee and wait for him there. So I left and told the others what had happened to me. HE IS ALIVE!

## **LIFE OF CHRIST - PART 4 - THE RESURRECTION (Mary)**

**The meditation should be NO LONGER THAN 5 minutes!**

**NOTE:** This story of Mary Magdalene is based especially on John 20:1-18.

Other references include Matthew 27 and 28; Mark 15 and 16; Luke 24:10 and John 19. The one doing Mary Magdalene should thoroughly familiarize herself with these passages. The major reason is that Mary has been associated with promiscuity and prostitution. That is possibly true, but the biblical text does not specify her sinfulness, therefore it is not appropriate even to suggest what her sins were. Also there are different versions about sequence of events at the tomb and the women and men who went to the tomb. There is no effort to harmonize those events, however. }

### **(Alternate Script)**

It's been six years since I met Jesus--and four years since his death. I am so glad I was asked to talk with you about him, because each one of us has our own experience. And we individually received from Jesus exactly what we needed.

Just as our experiences of Jesus gave us a wide view of who and what Jesus was, various people describe me in differing ways. I am Mary of Magdala--a town on the Sea of Galilee. People now call me Mary Magdalene. I needed healing from Jesus and he healed me! Have you ever had people look at you like you were dirty or something--a thing they shouldn't touch? That's the way some looked at me. But that's *not* how Jesus looked at me. He was ready for me to change and so was I! But his look was not mean, or rude; it was a look of pure kindness and love.

I'm glad I didn't have to talk with you right after Jesus' death and resurrection. It was a terrible time--and a wonderful time. We were confused and frightened. Staying by Jesus through his dying on the cross was the hardest thing I have ever done. But even if I couldn't do anything else--at least I could be faithful. I hope my being there comforted him. And then early on the third day after he was killed, I went to the tomb to take care of his body for burial. He died so close to sunset and our laws forbid us to do anything then, we had to wait. Those were agonizing days.

When I got to the tomb, the stone they had put in front of the rock tomb was moved and inside were two bright beings--angels. I was crying and a man I was sure was a gardener asked me, "Whom are you looking for?" My heart rejoiced, for this man might be able to tell me what they had done with Jesus' body. So I said, "Sir, if you have carried him away, tell me where you have laid him, and I will take him away" (John 20:15). Then the man

called me by name: "Mary" and I was nearly overwhelmed! It was Jesus--risen from the dead, just like he had tried to tell us he would do, before he died. I wanted to hug him, but he said I should not, because he had not yet ascended to his Father.

Then he sent me on a mission. He gave me, Mary Magdalene, a woman who had *not* lived each day of her life in accord with the law, words for the other disciples--that he would ascend to God. I don't think I even stopped to wonder if they would believe a woman; the only status I had was what Jesus had given me. But that was enough! I fairly flew back to the disciples and told them, "I have seen the Lord!" Since then God sent the Holy Spirit to be with us and comfort us and we are stronger now. We are more sure of our faith. Because we believe and try to live as Jesus the Christ did, we call ourselves Christians!

I wouldn't trade all the gold in the world, for one day of my life since I met Jesus!

# **The Parable of the Prodigal Child**

**LUKE 15: 11-32**

## **CHARACTERS:**

NARRATOR

JEALOUS SIBLING

PRODIGAL CHILD (Same sex as Stars)

FARMER

FATTED CALF

FORGIVING FATHER

SERVANTS

PARTY PEOPLE

PIGS

CELEBRANTS (Different from party people)

## **SCRIPT: ACT OUT LUKE 15: 11 - 32**

**NOTE:** The Narrator's script is not meant to be a word for word script. It is placed in the manual only as an example. The only thing that is essential in the skit is that it follows the story in scripture. Within that guideline, feel free to be creative and make the skit entertaining.

NARRATOR: Once there was a father who had two children. One day the younger child went to her/his father and said:

*(Prodigal and father)*

NARRATOR: So the younger child took the money and left home. (S)he went far away and spent all the money on wild living. (S)he spent everything (s)he had.

*(Prodigal and party people)*

NARRATOR: When (s)he had no more money, the country went into a depression and no one had anything to share with her/him. And so (s)he went out to look for a job.

*(Prodigal and farmer)*

NARRATOR: (S)he was so hungry, (s)he longed to fill her/his stomach with the food that the pigs ate. But no pig gave her/him any food:

*(Prodigal and pigs)*

NARRATOR: Finally, (S)he came to her/his senses and said:

*(Prodigal)*

NARRATOR: And so (s)he got up and started back on the long road home. When (s)he was still a long way off, his/her father saw her/him. The father's heart went out to her/him. He was filled with pity for her/him and he ran to her/him and threw his arms around her/him and kissed her/him. The child said:

*(Prodigal and father)*

NARRATOR: But the father called to the servants and said:

*(Father, prodigal, servants, fatted calf, celebrants)*

NARRATOR: Meanwhile, the other child was on her/his way from work, when s/he heard music and dancing. So the older child called one of her/his father's servants and asked her/him:

*(Jealous sibling/servant)*

NARRATOR: The older child was so mad s/he would not even go into the house, so her father came out and begged her/him to come in, saying: *(Jealous sibling, father)*

## **The Parable of the Unforgiving Servant**

### **Matthew 18:21-35**

Matthew references the king. The skit may be done with a ruler instead of a king.

Theological Reflection (for team members doing skit);

In the story from Matthew 18 the ruler was willing to forgive the entire, huge debt [10,000 talents = 150,000 years of work]: slate wiped clean, no record. A great ending to the story would have been many thanks expressed to the ruler by the one forgiven, who would spread the news of the generosity of the ruler. However, that is not what happened. The one forgiven quickly forgets the wonderful gift of the debt canceled. In contrast, for a debt no bigger than a few coins the forgiven one demands full and immediate payment from someone else! When that was not forthcoming, the forgiven debtor throws the other debtor into prison.

Justice is done. The ruler responds to the uncharitable action of the first debtor by sending him/her to prison until all that was owed could be paid!

**NOTE:** Characters need to be thoroughly familiar with the story in Matthew 18.

**Characters: Ruler, 1st servant, 2nd servant, assistant to the ruler, 3rd servant**  
**Flow of story:**

1. Ruler checking debts with Assistant and sees incredibly huge debt by 1st servant
2. Ruler sends Assistant to get 1st servant
3. Assistant brings in 1<sup>st</sup> servant and Ruler goes over size of debt; Assistant says will sell 1<sup>st</sup> servant along with household to pay for debt
4. 1<sup>st</sup> servant is immediately repentant, on knees, begging for mercy; promising full repayment
5. Ruler grants full pardon of debt
6. 1<sup>st</sup> servant goes out and runs into 2nd servant who is with 3rd servant
7. 1<sup>st</sup> servant recalls minuscule debt owed 1st servant by 2<sup>nd</sup> Servant and gets rough in demanding repayment
8. 2<sup>nd</sup> servant begs for mercy and promises repayment
9. 1<sup>st</sup> servant refuses to hear and takes 2<sup>nd</sup> servant to prison
10. 3<sup>rd</sup> servant upset, goes and reports to Ruler
11. Ruler sends Assistant to get 1st servant and lowers the boom on 1<sup>st</sup> servant
12. Ruler hands 1<sup>st</sup> servant over to prison

## Jesus Loves Me

**NOTE:** There are only two people in the skit. The principal role is a young girl learning about love. The young girl is the only one who says anything. The other person acts out the other characters non-verbally in the skit. In the first paragraph he is her imaginary friend; the second paragraph, her father; the third paragraph, her boyfriend; the fourth paragraph, Jesus. Alternatively, the story may be read by a narrator and acted out by the two people.

**The little girl:** When I was little, I had an imaginary friend. Every day we would laugh and play and I would tell him my deepest secrets and he wouldn't tell anyone. But one day my mommy told me she couldn't see my imaginary friend and that he wasn't real. She said I had to play with my other friends and she said I had to say goodbye to my imaginary friend. Bye...

When I was a little older, I played on a softball team. My dad would come to all the games to watch me. I always tried really hard so he would be proud of me and love me. I learned if I stepped up to the plate and I swung and hit the ball and ran to first base, and second base, and third base and sometimes even home that after the game I would get a big hug and sometimes I'd even get a snow cone. But I also learned that if I stepped up to the plate and I swung and I missed and then I swung and I missed and then I swung and I missed and I struck out that there wouldn't be a hug after the game and you can bet I wouldn't get a snow cone.

When I was in high school, I had a boyfriend. He was awesome. He was such a stud. We did everything together. We'd go to movies. We'd drive in his cool car. We'd eat dinner. We had a great time. He said he loved me. But then he said that he wanted more sexually. I said I didn't want to so he found someone else.

I understand. I understand why people love you if you give them things. I understand why people love you if you do what they want you to do. I understand why people love you if you make them look good. I understand. No, I don't understand. Why can't someone love me just because I'm me. Why can't someone love me without any conditions. Why can't someone love me.

Both parts: Sing Jesus loves me.

## SKIT: JESUS LOVES ME (Alternative Script)

**NOTE:** This is an alternative script for a boys' weekend. There are three people in this skit. The principal role is a young boy learning about love. The young boy is the only one who says anything. The other people, (a man and a girl) acts out the other characters in the skit. In the first paragraph the man is his imaginary friend; in the second paragraph the man is his father; in the third paragraph, the girl is his girlfriend; in the fourth paragraph, the two are his supportive friends who stand on either side of him and gesture from him to the cross

to indicate the association of God's unconditional love for him. The two people who are acting out the different forms of love should act his words out nonverbally.

**The little boy:** When I was little, I had an imaginary friend. Everyday we would laugh and play and I would tell him my deepest secrets and he wouldn't tell anyone. But one day my mommy told me she couldn't see my imaginary friend and that he wasn't real. She said I had to play with my other friends and she said I had to say goodbye to my imaginary friend. Bye...

When I was a little older, I played on a baseball team. My dad would come to all the games to watch me. I always tried really hard so he would be proud of me and love me. I learned if I stepped up to the plate and I swung and hit the ball and ran to first base, and second base, and third base and sometimes even home, that after the game I would get a big hug and sometimes I'd even get a snow cone. But I also learned that if I stepped up to the plate and I swung and I missed; and then I swung and I missed; and then I swung and I missed and I struck out that there wouldn't be a hug after the game and you can bet I wouldn't get a snow cone.

When I was in high school, I had a girlfriend. She was awesome. She was so good looking. We did everything together. We'd go to movies. We had a great time. She said she loved me. But then she said that she wanted to do things that I didn't want to do. She thought it was cool to party, and get drunk, and high. I said I didn't want to, so she found someone else.

I understand. I understand why people love you if you give them things. I understand why people love you if you do what they want you to do. I understand why people love you if you make them look good. I understand. No, I don't understand. Why can't someone love me just because I'm me. Why can't someone love me without any conditions? Why can't someone love me?

All parts: Sing Jesus loves me.



## **The Parable of the Good Samaritan**

### **Luke 10: 25-37**

Teacher of the law asks, "What must I do to get life forever."

Jesus Answers, "What is written in the law? What do you read there?"

Teacher Answers, "Love the Lord your God. Love Him with all your heart, all your soul, all your strength and all your mind. You must love your neighbor as yourself."

Jesus, "Your answer is right. Do this and you will have life forever."

Teacher Asks, "And who is my neighbor?"

To answer this question, Jesus told this story:

*Outline of story illustrated in skit:*

*Man going down the road from Jerusalem to Jericho. Robbers attack him, tearing off his clothes and beating him. Leave him lying there, almost dead.*

*Jewish priest (pastor) goes down the road, sees him, walks on.*

*Levite (church worker) goes down the road, goes over and looks at the man, then crosses over to the other side of the road.*

*Samaritan (person not generally accepted by the Jews) goes down the road, sees the man and feels sorry for him. He cleans wounds and bandages them. Picks the man up, takes him to an inn, and takes care of him. The next day the Samaritan gives the innkeeper money and tells the innkeeper to take care of the man and that if more money is needed, he will be back to pay it.*

Then Jesus asks, "Which of the three men was a neighbor to the man who was attacked by the robbers?"

The teacher of the law answered, "The one who helped him?" Jesus answered, "Then go and do the same thing that he did."

# LAY MEDITATIONS AND ACTIVITIES

## Lay Meditation: **Fruit of the Spirit**

**NOTE:** The Program Committee has provided two alternative scripts. Both are acceptable scripts for the Fruit of Spirit Meditation. Each table should have a large label on it. The label should have a number on it. The label is removed and replaced with table name after a name is selected. The Table Activity is the same regardless of which script is used.

### **Alternative 1**

My name is \_\_\_\_\_. I am known at the bank as account # \_\_\_\_\_. The library identifies me as # \_\_\_\_\_.

The government recognizes me as # \_\_\_\_\_. Being known as a number is impersonal; I have a name. So far, Epiphany has also been impersonal; we have been calling your table numbers. (Point out some of the table numbers.)

But by now I'm sure you realize we are becoming a family and a family needs a name, not a number. So what name should we give each table family? When you are looking for answers to life's questions and need direction, we can always find answers in God's word - The Bible. (Hold up Bible) Today we need names for each family table so let's go to the Word and choose a name. Read Galatians 5:22-26

Why did we choose - Fruit of the Spirit? Because the Fruit (that's us) grows on the vine (Jesus is the vine) and that if we understand the source of our strength and life is the vine, then as a family we can produce good fruit. As long as we stay connected to the vine we will look like this (Show crisp, red apple) but when we are removed from the vine this is what happens (Show bruised/dead fruit)

Now we are going to let each table draw from the list of the Fruit of the Spirit. Each table will draw the name of one of the Fruit of the Spirit. The name you draw will be your table family name for the remainder of the weekend. The person who gets to draw is the Star whose first name is the closest to the end of the alphabet. After all table names have been selected have each table stand up and announce one at a time, "We are the table family of joy", etc.

**NOTE:** Table servant takes around the names of the Fruit of the Spirit - faithfulness, generosity, joy, kindness, patience, peace, gentleness, and self-control. Love should not be one of the names available.

Now that you have your table family name, I want you to help me decorate this vine (show large stick). Your table servant will give your table leader a name plate for your table name, a disc for each of you, and some string. Put the name of your table family on the name

plate and decorate it. Then put your individual name on the disc you are given and decorate it. Once everyone has finished, tie your individual name discs on the table name plate and then tie the table name plate on the vine. [After all the table names are on the vine] Our community of love is now complete.

## **Alternative 2**

Have you ever seen a watermelon grow on an apple tree? Have you ever seen an apple grow on a grape vine? That's not the way it works, is it? Watermelons grow on watermelon vines. Apples grow on apple trees. Grapes grow on grape vines. The plant and the fruit go together. The fruit comes from the plant.

The same is true for people. If you want to be a football player you can't just watch football on TV. You have to hang around other football players and practice the game. The more you practice, the better you get at catching, passing, kicking, blocking, and running. Right? Just like football, if you want to be a Christian, you have to hang around other Christians and you have to work at it. Many of the good things that come from being a Christian are called Fruit of the Spirit. They are called the Fruit of the Spirit, God's gifts to us for staying connected with Him. In the Bible, in Galatians 5:22-26, there is a listing of the Fruit of the Spirit. They are generosity, joy, kindness, patience, peace, faithfulness, gentleness, self-control, and love.

We have already seen the Fruit of the Spirit in many of you. So we thought it would be neat if we named each of your table's after one of the Fruit of the Spirit. We are going to let each table draw one fruit from the list of the Fruit of the Spirit. That will be your table name for the rest of the weekend. The person who gets to draw is the star whose first name is the closest to the end of the alphabet. Let's find out what your table name will be. After all table names have been selected have each table stand up and announce one at a time, "We are the table family of joy", etc.

**NOTE:** Table servant takes around the names of the Fruit of the Spirit - faithfulness, generosity, joy, kindness, patience, peace, gentleness, and self-control. Love should not be one of the names available.

Now that you have your table family name, I want you to help me decorate this vine (show large stick). Your table servant will give your table leader a name plate for your table name, a disc for each of you, and some string. Put the name of your table family on the name plate and decorate it. Then put your individual name on the disc you are given and decorate it. Once everyone has finished, tie your individual name discs on the table name plate and then tie the table name plate on the vine.

(After all the table names are on the vine) Our community of love is now complete.

## Lay Meditation: The Epiphany Story

**NOTE:** This is not a word for word script. Tell the story. Remember KEEP IT SIMPLE! It should last no longer than three minutes.

You just heard how Jesus was born in a stable in Bethlehem. He was the most special baby in the world. In the first book of the New Testament in the Bible, in the book of Matthew, it says that "wise men from the East came to Jerusalem, asking `where is the child who has been born king of the Jews? For we observed his star at its rising, and have come to worship him'". (Matthew 2:1b-2).

It took effort for the wise men to find the baby Jesus. The star was their guide, but they had to ask in Jerusalem to get further directions. That tipped off King Herod who in fear called together the chief priests and scribes. They knew of a prophecy that pinpointed the place of birth of the Messiah as Bethlehem, a short distance from Jerusalem.

Herod wanted to know more so he could put down any possible threat to his kingdom. Of course, he didn't tell the wise men that. He lied, telling them: "go and search diligently for the child; and when you have found him, bring me word so that I may go and worship him." (Matthew 2:8b).

The wise men went on their way and saw God's Epiphany, God's gift to the world: the baby Jesus, God's anointed one. These wise men, were delighted when the star led them to where Jesus and his parents, Mary and Joseph, were staying. They went in and they knelt down and worshipped Him. There were gifts given because the wise men recognized Jesus as the son of God and worshipped him!

Now the word was out to the whole world. Jesus had come to save us all!

Did the wise men scurry back to King Herod and give him the news? No. They were warned about Herod and never saw him again. They went home a different way because they were now different. King Herod was furious!

Our time together is also like going on a journey, in search of something very special and very important. Once we see Jesus--really see Jesus the Christ--it makes a difference in our lives. We can't go back like we were before.

A long time ago wise men saw a star, a promise in the sky. They took a journey. They saw the Messiah. This weekend you will be called "Stars". That is because you can reflect a bright light, a bright light for your own way, as well as for the way of others who see you. You can be a promise for God. Our prayer for you this weekend is that you, like the wise men in Bethlehem will go a different way.

## Witness to God's Love

**(3-5 minutes)**

**PURPOSE:** To give an example of Agape - God's love - in our lives.

This is a personal witness given by a team member about a particular instance or example in their lives of God's agape love being shown.

## Forgiveness Meditations

### Part 1: Forgiveness of Others

#### Lay Meditation

**NOTE:** All three forgiveness meditations should be given by the same lay person.

In the skit you just saw the king forgave the servant for everything he owed. Why? Because the king loved the servant like God loves us. The king loved him and had mercy on him. He forgave him the debt just as God forgives our sins.

The servant was forgiven all, and he in turn should have forgiven all. Instead of showing the same mercy he received, the first servant showed no mercy. He demanded payment of the few cents the other servant owed him.

What is our response to God's loving mercy? Like the King, God forgives all our sins, if we only ask. God is willing to wipe the slate clean, as if everything bad we have ever done never happened. But God expects something from us in return. He expects us to forgive others, just as He has forgiven us. When we sin, we hurt God. But God forgives us. Are we willing to forgive those who have hurt us? Or are we going to be like the ungrateful servant and refuse to forgive others? Let me share from my own life.

*(Personal Witness on how you have been hurt by someone and how you have forgiven someone. Briefly tell the story emphasizing your struggle, vulnerability and willingness to be real, and the process of forgiveness.)*

Forgiving someone doesn't mean the person didn't do wrong. Forgiveness doesn't mean forgetting what happened either. But it does mean I'm not willing to let it drag me down anymore. When you fail to forgive, it doesn't hurt the person you're not forgiving - **IT HURTS YOU!** It is like 10,000 tons of bricks are weighing you down. When you have unforgiveness in your heart, you can't be happy. But when you forgive, you let go of the hurt and the anger you feel toward that person and turn it over to God. It is one of the best things you will ever do. *(Personal Witness about how forgiving others changed your life.)*

If you are like me, it bothers you that some people who do wrong never seem to get punished. But God says punishment is His job. We are not to practice revenge - that's

God's business. "Vengeance is mine. I will repay, says the Lord (Romans 12:14-19)." We must trust God to punish others correctly. Punishment is not our job. It is God's job.

Life's hard, isn't it? And it is not always fair. Life hurts. We have no choice where or when we are born. No choice about eye color or how tall or short we'll be. We don't get to choose our parents or our school. All of us have things we wish we could change about our lives - but often times we can't. But, although we can't often change what life gives us, ~~✕~~ we can change how we deal with it, and we don't have to do it alone. ~~✕~~ God is with us.

*(Personal witness on how God has helped you deal with life's circumstances.)* Closing Prayer

## **Part 2: Accepting God's Forgiveness**

### **Lay Meditation**

(Text: 2 Corinthians 5:16-21; Ephesians 1:6-8)

I can't see me through your eyes, but I guess you think I have it altogether - no problems, no stress, no mess. I wish it were true, but it's not. I've done some very bad things in my life. I'm not proud of them at all!

*(Personal Witness - Tell concisely of several incidents in your life.)*

It's hard to forgive yourself, isn't it? When I was dealing with all I had done in my life I kept thinking, "I can't forgive myself. I've been too terrible. I've hurt too many people." Then I realized, all I needed was to tell God that I was sorry for what I had done and ask God's forgiveness, and guess what? God forgave me! It's not our job to forgive ourselves! That's God's job. The Bible says, "If we confess our sins, He is faithful and just to forgive our sins and to cleanse us from all unrighteousness (1 John 1:9)." Our job is to know we have done wrong and ask God for forgiveness. Christ died on that cross for my sins and your sins! Jesus died so that our sins could be forgiven. He took our punishment for us.

Ephesians 1:6-8, "Let us praise God for His glorious grace, for the free gift God gave is in His dear Son! For by the sacrificial death of Christ we are set free, that is, our sins are forgiven. How great is the grace of God, which He gave us in such large measure!"

If I tell myself my sins are too bad for God to forgive me, it's like telling God that Jesus' death wasn't enough, that God's grace isn't big enough to cover my sins. We don't have to understand God's love - we only need to accept it. God wants to forgive us so much. He is waiting to erase our past mistakes with a giant eraser. God wants us to accept the gift of forgiveness He offers.

When I have done wrong, I do three things. First, I tell God what I have done wrong. Second, I ask God to forgive me. Finally, I thank God for His forgiveness.

*(Personal witness on the process of forgiveness and how you have experienced it.)*

God is quick to forgive. What a loving Father we have. Now what I'd like us to do is bow our heads in prayer. Remember, all God asks us to do is tell Him what we have done wrong and ask His forgiveness. Please pray with me.

*(Please add a prayer of confession. Close with the line - PRAY FOR ME - A SINNER)*

### **Part 3: Forgiveness Lists**

#### **Lay Meditation**

**NOTE:** A large wooden cross should be in place. It is the responsibility of the coordinator to have the hammer and nails, providing them when needed and accounting for all the nails before and after the service.

You see before you the cross - a reminder of Jesus' terrible suffering. It is a sign of God's grace. While Jesus was on the cross, He prayed for the people who had put him there. He prayed for those who had beaten Him, made fun of Him, spit on Him. He prayed for us. He said, "Father, forgive them; they don't know what they're doing." (Luke 23:34). Today we have been working on our lists of people we need to forgive. Some of us have long lists, others have shorter lists and that's fine. It makes no difference to God how long or how short your list is. All He wants is for you to forgive those who have hurt you. Let us pray. *(Team member leads prayer asking the Holy Spirit to bring to our minds the names of those who have hurt us, etc.)*

If the Lord calls other names to mind, please continue to write them down while I'm talking. Forgiveness is so important to God that God let His only son, Jesus, die on a cross like the one you see here, so that we could be forgiven. It is through Jesus' death that we are offered forgiveness for all of our sins. Remember the skit you saw this morning about the King and his servants? The King forgave his servant for the debt he/she owed, just as God forgives us our sins. But God, like the King, commands something of us in return. He commands that we forgive other people, just as He has forgiven us. "What if I don't want to?" you ask. What if we refuse to forgive? What happened to the unforgiving servant this morning? Maybe there is someone you want to forgive, because you want to obey God, but you don't think you can. Someone who has really made you mad, someone who has hurt you physically or mentally or emotionally. A teacher, a parent, a friend, a brother, a sister, the person who put you here, a stranger, even. *(Personal witness)*

All you have to do is be willing to forgive. Then ask God for His help. Let Him do the rest. He wants you to forgive them, and he will help you to forgive, but you have to take the first step. If you are ready to ask God to help you forgive someone, add that person's name to your list. Jesus taught His disciples to pray the Lord's prayer. Open your Star Guides to the Lord's Prayer. Look with me if you will right in the middle of that prayer, right under the part about "Give us today our daily bread." You see what it says there? It

says, "Forgive us our sins as we forgive those who sin against us." "Forgive us **our sins as we forgive** those who sin against us." God expects us to forgive others because He has forgiven us through the death of His son and our Savior - Jesus Christ. Please pray the Lord's Prayer with me now. (Pray Lord's Prayer)

(Pause) Take one more minute to add to you list the names of any people you want to forgive. Remember Christ's words, "If you forgive others when they sin against you then your heavenly father will forgive you."

(Pause: until the Stars have added additional names to their lists)



## Different Kinds of Love

### (Follows Jesus Loves Me skit)

We've just seen a skit about love. What do you think of when you hear the word "LOVE"? Did you know that there are different kinds of love? Television and movies often lead us to believe that love and sex is the same thing but they aren't. In the New Testament, three principle types of love appear:

1. **Phileo** - is a Greek word which means brotherly love. It is the kind of love you might feel for a brother or sister, or anyone with whom you have a lot in common and whose company you enjoy.
2. **Eros** - is a Greek word that refers to sexual love. Within the bounds of a marriage relationship, it is beautiful, meaningful and fulfilling as a married man and woman give themselves to each other and become one. But apart from that caring relationship, the sex act (alone) is neither "love" nor "making love".
3. **Agape** - is a Greek word which means unconditional love. This is the kind of love God has for us. It is spoken of in Romans 5:8, "But God has shown us how much He loves us - it was while we were still sinners that Christ died for us!" It is the kind of love that God gives us freely, expecting nothing back in return. Romans 5:5, "God has poured out His love into our hearts by means of the Holy Spirit, who is God's gift to us."

God loves us unconditionally; and He gives us His love so we may love God and other people. It is because of "Agape Love" that we are here. We aren't getting paid to be at Epiphany. We don't expect anything in return. We have come to love you with God's love, because God loves us and God loves you!

## Introduction to Birthday Party

### **You Are Special**

One of the truths we've been trying to make sure you know and which God has tried to say through the scriptures is how unique and special each one of you are.

You are somebody! You are somebody very special to God, to us!

Romans 8:16 "God's spirit joins with our spirits to declare that we are God's children!" We are God's children and as God's children, God loves us very much.

Things happen in life that may cause us to wonder how or why anyone could love us. (*Short personal witness may be added here*). Some of you may have heard "I wish you'd never been born." Some may not be sure who our fathers are or where they are. Some of our parents may have mistreated or abandoned us. Some may have heard they were an accident or a surprise to their parents.

But let me tell you something: You may have been a surprise to your Mom but you were not a surprise to God. He knew exactly what He was doing when He fashioned you, and into your life He planted goodness and purpose.

Scripture tells us that He takes great joy in His creation of life - in His creation of you. If it were not God's specific plan for you to be here, you would not be here. Each and every person here is God's special, special creation. God rejoiced the day you were born and regardless of what your family, friends or other people might have told you - You are a very, very special person to God, to us. **YOU ARE SOMEBODY. YOU ARE SOMEBODY VERY SPECIAL!**

In Isaiah 49, the Bible tells us how special you are to God. Did you know that God is so proud of you that He has your name carved on the palms of His hands. God loves you! And we love you and we celebrate your life today.

You know there is one day a year that is set aside to celebrate a person's life. And that day is your birthday and we know that today may not and probably is not the day you were born, the day you usually celebrate your birthday, but you are one day older today and we want you to know that God celebrates your birth and your life every day because every day is a new day and every day is your birthday. And as God's representatives this weekend, and as your new sisters and brothers in Christ, we too want to celebrate your birth and your life because we love you very much!

You are somebody special and so today we celebrate your birth, your life, your life ahead and the wonderful gift you are from God. Happy Birthday! (All sing Happy Birthday as cakes with each Star's name on them and party hats and decorations are delivered to each table.)

## Introduction of Family Prayer Time

### Lay Meditation

You've been here at Epiphany for almost two days. When you first arrived, you were given a table family. You have shared in your table families since yesterday and you're probably beginning to develop a love for one another. For a few minutes today we are going to remain in the chapel to share something very special - prayer.

(Short Personal Witness inserted here. For example: Prayer used to scare me to death. I can remember hearing the preachers at church praying and I'd think to myself, I could never do that. I could never speak that eloquent to God. I could never pray like that. But now I realize that you don't have to pray like someone else. God doesn't want us to do anything more when we pray than talk to Him like we would our best friend. The mark of a good prayer is not how good it sounds but whether it comes from the heart.)

Prayer has made a big difference in my life and I hope all of you will make it an important part of yours too.

(Insert a short personal witness about how prayer has changed your life.)

So let's spend some time talking to God. That may be thanking God for forgiving you, asking for His guidance, asking God to help a friend or loved one or whatever your need is. Your table leader will direct you where to go in the chapel and what to do. Please follow his or her directions. Be sure to spread out so your group can be together. Our worship will conclude with the Lord's Prayer and a song.

## Introduction of Agape Letters

If I were to ask you, what is agape, what would you say?

You could say agape is the posters that have been sent to us from all over the world. Look at all the beautiful posters and letters that have been sent to you. Some of you may think that the food is agape (and we have had some wonderful food this weekend) or maybe the prayer vigil. People are praying for us right now and people all around the world have been praying for us all weekend long. And you would be right, all of this is agape. All of this Agape has been given to you because God loves you and God's people love you. But the Agape we have received so far was sent to all of us, to \_\_\_\_\_ Epiphany # \_\_\_\_ .

Even with all of these acts of Agape love I still need someone to tell me, me, that I am individually loved. It would be even better if it were a letter with my name on it that I could keep. Maybe that will convince me that I am truly loved. Well, there are people that have been led by the Holy Spirit to do just what you want, they have written to you! And right now I'd like to present your letters to you. (Table servants bring Agape letters to Stars at their table.) And remember God loves you and so do we!

# CLERGY MEDITATIONS AND ACTIVITIES

## An Order of Worship the Night Preceding Day 1

Due to the potential divisiveness of conducting Eucharist/Communion, in any form or intention thereof, this sacrament will not be held during team formation, training, the weekend or reunion meetings.

PURPOSE: 1) Reflection on Christ's sacrificial life; 2) Commissioning of team members.

SET-UP: One or two candles and holders, matches, table for candle and cross. The best configuration is a large horseshoe, open at the table end. The service may be conducted by any member of the clergy team (except the Spiritual Director), although the Commissioning does have specific designations. The space is partially dark, when the service is to begin.

### FLOW OF SERVICE:

Officiant: Light and peace, in Jesus Christ our Lord.

People: Thanks be to God.

Officiant: Jesus said, "You are the light of the world. A city built on a hill cannot be hid. No one after lighting a lamp puts it under the bushel basket, but on the lamp stand, and it gives light to all in the house. In the same way, let your light shine before others, so that they may see your good works and give glory to your Father in heaven."  
Matthew 5:14-16  
(Or, either of these scriptures may be read: 2 Corinthians 4:5-6, Psalm 139:10-11)

Officiant: Lights candle(s), then prays one of the following:

Let us pray. Almighty God, we give you thanks for surrounding us, as daylight fades, with the brightness of the vesper light; and we implore you of your great mercy that, as you enfold us with the radiance of this light, so you would shine into our hearts the brightness of your Holy Spirit; through Jesus Christ our Lord.  
**AMEN.**

Let us pray. Grant us, Lord, the lamp of charity which never fails, that it may burn in us and shed its light on those around us, and that by its brightness we may have a vision of that Holy City, where dwells the true and never-failing Light, Jesus Christ our Lord. **AMEN.**

Song (upbeat)

Officiant: God doesn't always come to us as we plan. What we can count on, but are not ever completely prepared to receive is, that God turns upside down our values. And yes, the heroines and heroes become the villains and the sinner is the one with whom Jesus eats. The gospel is a scandal! But gradually as we live faithfully we discover that "...blessing comes only with the comes only with the recognition of our need, with the appreciation of our poverty. To be poor, to mourn, to hunger for what is right is to know the inadequacy of human systems of status, ... power. [Then] ... we are ready to give ourselves to the ... things God requires: to do justice, to love kindness and to walk humbly with God." \*

May we this weekend, and for the rest of our lives, live life with abandon, always ready to give ourselves up--for the cause of Christ.

Song or Hymn: For example: It Is Well With My Soul (1st, 3rd verses)

Officiant: We come together tonight with great diversity--and that is our strength--and with unity of purpose--which is our only hope. Listen to a reading from I Corinthians 12:1-13 from Clarence Jordan's *Cotton Patch Version of Paul's Epistles*. At the end there will be a short time of silence to reflect on our different forms of service and our oneness in God.

*Now brothers and sisters, I don't want you to be in the dark on spiritual matters. You are aware that before you were converted your lives were completely dominated by false gods.... Nobody has the power to say "Jesus is Lord," except through the Holy Spirit.*

*Though there is a difference in what we receive from the Spirit, it is one and the same spirit. Though there are different forms of service, the Master is the same. And though God uses different means of empowering us, it is one and the same God who energizes everybody in every way.*

*To each has been given that aspect of the Spirit which is beneficial to all.... [All these aspects are] prompted by one and the same Spirit, who distributes them to each person as [the Spirit] thinks best. It's just like the body, which is entire within itself, even though it has many parts. With all its parts, it is still only one body. That's the way it is with Christ. For through one Spirit we all--whether whites or [blacks], laborers or white-collar workers--were initiated into one Body, and all of us had one Spirit breathed into us.*

Silent Reflection

Officiant: In a few moments each of you will come in representative groups to be commissioned to the work to which the Lord has called us on this weekend.

**NOTE:** The clergy person (liturgist) who has led the service to this point will commission the Lay Director and the Spiritual Director. Then the liturgist will turn the rest of the service over to the Spiritual Director following SD's commissioning. If the liturgist is a team member, he/she should join the other Assistant Spiritual Directors when they are commissioned. The groups of persons to be commissioned are listed below in order. After the Spiritual Director is Commissioned, s/he will read the commissioning prayers below, or designate someone else to do it.

### **1. Lay Director and Spiritual Director**

The liturgist calls the LD and the SD to come forward and to kneel. S/he then prays the following prayer, placing hands on each:

Lord God, creator of the universe, we pray that your uplifting and sustaining grace would be abundantly present in the lives of these your servants. You have called them to lead this team and to manifest Christ to the Stars on this weekend. You have led them in finding your team and in bringing us to this place, poised on the edge of this Epiphany weekend. We now, in your name, commission them to the work to which you have called them. Bless them, keep them in the palm of your hand, and give them the strength, the integrity, the special graces to lead this team in all of its phases. In the name of Jesus Christ. Amen.

### **2. Assistant Spiritual Directors and Chaplain of Institution**

The Lay Director and Spiritual Director now take over and conduct the rest of the service. After calling this group together--either the SD or LD (at instructions of SD) says prayers, both placing hands on each team member.

O God, benefactor of humankind, we rejoice in the ministry of these your servants. We thank you for their years of training, their service in your Realm and their commitment to the Epiphany ministry and to the individual Stars on this weekend. May they use their special spiritual gifts to enable others to engage in their special ministries in a universal priesthood. We now commission them in your name for counseling, giving talks, participating in table families, and other duties and opportunities to which they are called. In the name of Jesus Christ we pray. Amen.

Assistant Spiritual Directors remain and assist by placing hands on team members.

### **3. Kitchen Team**

O Lord, Our Lord who feeds and nourishes us in so many ways, we thank you for the

hard work of those who prepare and serve food. We thank you that our Savior, Jesus Christ, revealed himself in the breaking of bread. We pray that he would be manifest in our table fellowship and make us his companions. We recognize and honor these persons, whom we commission in your name. May they know the special joy of those who serve you and us so directly. May every task, no matter how menial or seemingly insignificant be a joy to these who serve you. May those of us whom they serve see from their faces that it is indeed you they represent. In the blessed name and very spirit of our Lord we pray. Amen.

#### **4. Assistant Lay Director(s), Advising Lay Director(s), Coordinating Team, and Institution/Facility Representatives**

God who provides discipline and nurture as a loving parent, we pray for these persons who have the special ministry of attentively supporting and acting to see that every aspect of this weekend goes off exactly as scheduled. May they be alert to the needs of each of the Stars and each team member. Make them ready at any point to abandon our plans so that you may bring our lives and our service into conformity with your will. We commission them and ask your blessings on them in their duties and service this weekend. In Jesus Christ's holy name and spirit we pray. Amen.

#### **5. Table Leaders, Assistant Table Leaders, Table Servants**

O God, the Shepherd of our souls, the psalmist prays to you as one who prepares a table for us. We pray that by your mercy and grace you will indeed prepare our tables. We realize that our lives are shaped by the tables around which we have sat. May our tables form a meaningful community so that through Jesus Christ we can become your family. Prepare among us a table of grace where we may hear, study, share and worship together. Bless these your servants, whom we commission in your name. In the name of the One who washed feet, Amen.

#### **6. Musicians, Agape Team, Prayer Chapel Team, and Recreation Team**

God of Grace and God of Glory, we thank you that you have provided us with persons of unique talents that will make this weekend meaningful. The ability to praise you in music and other arts lifts our hearts and guides our worship. Those who understand the teamwork of praying, recreation, and expressions of agape will minister to all of us in important ways. We pray for each of these persons. We thank you for the color they provide for all of us, and especially for the Stars. Give them the encouragement, the enthusiasm, and the patience to direct us to you in their ministries. We commission them now and ask that you will allow them to perform at their best. In the precious and holy name of Jesus Christ we pray. Amen.

**Note:** The Spiritual Director should be sure that no one has been left out. If there is



an omission, or if someone comes in late, a special blessing may be offered and the person(s) included in the commissioning.

Music

**BENEDICTION:** Guide us waking, O Lord, and guard us sleeping; that awake we may watch with Christ, and asleep we may rest in peace.

**BLESSING:** The almighty and merciful God, creator, Christ, and Holy Spirit bless us and keep us. Amen.

## Blessing of Crosses

### Team Service Second Night of Weekend

**NOTE:** This service is held as soon as possible at the end of the second day after the Stars have been dismissed. It can be in the chapel or off campus depending on local considerations.

The Team Service includes an opportunity for prayers for healing of team members and Stars, and the blessing of the crosses to be given on Sunday:

Liturgists should be the Spiritual Director and Assistant Spiritual Directors, dividing responsibilities as designated by the Spiritual Director. Because it has several parts, attention needs to be given to the orderly and smooth succession of its parts. This can only be done through adequate preparation, including coordinating with musicians.

Items needed: Bible (New Revised Standard Version), candle and candle holder, matches, table for candle, small container with sweet oil for each liturgist, crosses for Stars, and words for songs if not know ; if possible to hold the service in the setting where the forgiveness lists were nailed to the cross, then the large cross would be there as well.

The weekend guide will either place the Star's cross on the large cross, or lay it on the table that holds the candle.

Six to eight chairs should be set up where feasible for persons to come for prayer and anointing or use pews in back of chapel. If chairs are used they should be far enough apart that each liturgist ministering to the team member is not easily heard or distracted by other teams praying. The chairs should not face the congregation. The prayers for healing are to be brief. If the clergyperson senses more time is needed, the person needing more time should be asked if s/he wishes to have time with the clergyperson after the service.

**BEFORE THE SERVICE BEGINS:** The Spiritual Director should present to the Lay Director the Cross Crosslet (Epiphany) with appropriate words and expression of thanks from the team.

#### GREETING

Liturgist: This service brings us together to continue to put ourselves, as one body, at the disposal of the Holy Spirit. It is part of the series of worship experiences that include confession, contrition, forgiveness and reconciliation. So it is not an interruption of the evening, or an extra service that is not necessary. We gather for the good of our souls and those of the Stars.

Let us hear scripture for our own comfort and hear it so that we will be renewed in our spirits through the Holy Spirit. Read ANY the following passages.

Isaiah 26:3-4 Isaiah 40:28-31 Psalm 138:1-3, 8

## PRAYER OF THANKSGIVING

Let us pray.

We praise and thank you, O God,  
for you are without beginning and without end.  
Through Christ, you created the whole world;  
through Christ, you preserve it.

You made the day for the works of light  
and the night for the refreshment of our minds  
and bodies.

Keep us now in Christ; grant us a peaceful  
evening, a night free from sin; and bring us at  
last to eternal life.

Through Christ and in the Holy Spirit,  
we offer you all glory, honor, and worship,  
now and for ever. **AMEN.**

(Liturgy of Evening Prayer, Syria, 4th Cent.; from UM Book of Worship, 574-5)

OR, prayer extempore that expresses thanks for God's work in lives of team and stars.

## MINISTRY OF THE WORD

(To be read responsively by two people. Alternate numbered readings.)

A reading from Psalm 103

1. Bless the Lord, O my soul  
And all that is within me  
Bless His Holy name.
2. Bless the Lord, O my soul,  
and do not forget all His benefits—
3. Who forgives all your iniquity,  
who heals all your diseases
4. Who redeems your life from the Pit,

who crowns you with steadfast love and mercy,

5. Who satisfies you with good as long as you live,  
So that your youth is renewed as the eagle's.
8. The Lord is merciful and gracious,  
slow to anger and abounding in steadfast love.
9. The Lord will not always accuse,  
nor will He keep His anger forever.
10. He does not deal with us according to our sins,  
nor repay us according to our iniquities.
11. For as the heavens are high above the earth,  
so great is His steadfast love toward those who fear the Lord.
12. As far as the east is from the west,  
so far He removes our transgressions from us.
17. ...the steadfast love of the Lord is from everlasting to everlasting  
on those who fear Him,  
and the Lord's righteousness to children's children,
18. to those who keep His covenant and remember to do His commandments.
20. Bless the Lord, O you His angels, you mighty ones who do His bidding,  
obedient to His spoken word.
21. Bless the Lord, all His hosts,  
His ministers who do His will,
22. Bless the Lord, all the works,  
in all places of the Lord's dominion.

(Both groups together) Bless the Lord, O my soul.

#### CONFESSION AND ABSOLUTION

In silence let us confess our acts that have separated us from God as well as acts of mercy and love left undone. All pray in silence.

**The Pastor/Priest says:**

Almighty God have mercy on you, forgive you all your sins through our Lord Jesus Christ, strengthen you in all goodness, and by the power of the Holy Spirit keep you in eternal life. **AMEN.** (BCP)

**NOTE:** A deacon or lay person using the preceding form substitutes "us" for "you" and "our" for "your".

## SONG

### LAYING ON OF HANDS AND ANOINTING

Scripture references to healing are many. In some instances oil is applied to anoint. Reconciliation of a human with God is the greatest healing. "When this happens, physical healing sometimes occurs, mental and emotional balance is often restored, spiritual health is enhanced, and relationships are healed". (B/W, UMC, p. 614).

Healing comes only from God. As God's disciples we can receive that healing and we can be channels for it. Healing does not involve magic; rather it is a mystery of God's love toward us. Although we may suffer, we are promised God's presence in that suffering. Although we may not be cured of an illness through a service of healing, we may receive an emotional healing. (B/W, UMC, p. 613).

We have all experienced the power of touch, from holding the hand of another to an embrace. In healing with the laying on of hands and anointing with oil, touch is one instrument of the healing. "Anointing the forehead with oil is a sign act invoking the healing love of God. The oil points beyond itself and those doing the anointing to the action of the Holy Spirit and the presence of the healing Christ": God's anointed one. (B/W, UMC, p. 614) Anointing is a kindly gesture, putting one at ease, to bless, strengthen, and to set apart.

Hear now the commissioning instructions given to the twelve as they were sent forth.  
A reading from the Gospel of St. Mark, the sixth chapter: Mark 6:7, 12-13

This evening during the forgiveness part of our series on reconciliation, some have felt the burden of forgiveness and a lifting of that burden. As you have come to know the Stars this weekend, many mental and some actual tears have expressed the pain you feel for their pain. As we have worked together as a team, we have learned about our own oppression. As we have labored, the intensity of a weekend produces its own dynamics, resulting in flare-up of words or simmering emotions. All of these need a healing touch.

You are invited to receive that touch of hands, and the anointing with oil. When you come forward and take a seat in the chairs provided you will be asked what your request for healing is. It may be for a Star, for someone else in your life (either present this weekend or not present), or for yourself. Then a member of the clergy team will anoint you with oil, and pray with you.

Let us pray.  
O God, the giver of health and salvation,  
We give thanks to you for the gift of oil.

As your holy apostles anointed many who were sick and healed them,  
So pour out your Holy Spirit on us and on this gift,  
That those who in faith and repentance receive this anointing may be  
Made whole; through Jesus Christ our Lord. **AMEN.**

**MUSIC:** Spirit of the Living God (or other song appropriate to God's healing work in our lives)

If you have any need for healing or wish to present yourself and your prayers on behalf of another, you are invited to come forward. If you have received a prayer for healing and are a weekend guide, then please take one of the crosses, silently pray for your Star, and place it on the cross [table if cross not available] and then return to your seat.

If you do not wish to come forward for healing, as soon as \_\_\_\_\_ [one holding the crosses] is in place, you may come forward and place the cross on the large cross [or table], taking as much time as you need to pray, standing, or at the altar rail.

Clergy team take their places. Person to hold crosses for blessing should be prayed with first if that is desired by the person. Then s/he goes to a place convenient for the weekend guide to receive the cross. Clergy may make their need for healing known to other clergy after everyone else has had an opportunity.

The same process applies:

1. Make the request known
2. Anointing
3. Prayer(s) by clergy

**NOTE:** During the laying on of hands and anointing, musicians lead music. Care needs to be taken that the musicians have opportunity to go forward as well.

## PRAYER OF THANKS AND BLESSING OF CROSSES

Extemporaneous prayer to include thanks for blessings of the day, healing, and blessing for the crosses.

## PASSING OF THE PEACE

HYMN:

**BLESSING:** May the God of hope fill you with all joy and peace in believing, so that you may abound in hope by the power of the Holy Spirit. (Romans 15:13)

## Life of Christ Wrap-Up

### Clergy Meditation

**The meditation should last NO LONGER THAN FIVE MINUTES!**

The wrap-up meditation should clarify anything that might have been misunderstood or ambiguous in the Life of Christ Series. It should emphasize the main points in the series. Finally, it should help the Stars to understand the significance of Christ's life in their life. No outline or summary is provided as every series is different. The speaker may incorporate personal witness and/or additional scripture if led by the Holy Spirit to do so. Remember, keep it simple and easy to understand. For example, here are the highlights from two previous life of Christ wrap up talks:

1. We have heard many stories today about how people responded to Jesus. (Tie in Life of Christ series.) The question is now, "What will we do with Jesus?" His disciples fled, betrayed and denied Him. So I guess we'll just forget about Him too?

Not me! Jesus changed more lives than anyone in history and He didn't do it through armies or money or television ads. He did it through love. He died for you and me because He loved us that much.

Jesus has changed my life and He helps change me every day. Jesus changed the lives of everyone we've seen today - the shepherd, Peter, John, and Mary Magdalene. So I guess the question we are asked tonight is not what are you going to do with Jesus. The question is what are you going to let Jesus do with you?

2. The Life of Christ series illustrates through four people who knew Jesus that once we know Jesus we can never be the same. A simple, humble shepherd who participated in the greatest event in history. And after worshipping the baby Jesus he went home a different man. Peter, a fisherman, a friend, a close friend, knew Jesus better than perhaps anyone else. He too was changed because He knew Jesus. And although his story is not one of triumph (when he denies Christ three times) he was still different because he knew Jesus.

John was perhaps Jesus' best friend. He witnessed it all. John too was changed because of knowing Jesus. And Mary Magdalene, of all people, because of the goodness she had shown Jesus and He had shown her, ~~she~~ changed her life forever and she witnessed the greatest miracle of all time - HE IS ALIVE!

Now it comes to us. We have to decide. It did happen. Jesus did walk this earth. Jesus did die for our sins. Jesus is alive today. You can't dodge it. We will either be changed by His life and be different the rest of our lives or it won't mean anything to us at all. It is your decision. What does the life of Christ mean to you?

## The Prodigal Child Clergy Meditation

**The meditation should last no longer than 10 minutes!**

**PURPOSE:** After the Prodigal Child skit and meditation, we hope the Stars will see that their story could well be the story of the prodigal child, and that they too need to return to the Father. This meditation presents the reality of the goodness and mercy of God. We see God in relationship to sinful man. The objective of the meditation is to place the participants at the mercy of God. Keep it SIMPLE and EASY to understand.

**SUMMARY:** We know much about God. But do we know Him? What is He like? How does He think? How can God love us? Why did God make us? Jesus walked this earth as a man and while He was on this earth, He tried to teach people what God is like. Jesus told stories called parables to help us to learn about God. In this, the parable of the Prodigal Child we learn about how much God loves us and how much He is willing to forgive us no matter what we have done. **GOD WILL FORGIVE US!**

People are born self-centered. All of us have done what the younger child did many times in so many different ways. (Personal witness) But the more self-centered we are, the more miserable we are. (Wanting to eat the food of pigs was about as low as any Jew could sink!)

Sometimes God permits us to fall in order to bring us to our senses. There is no point in regretting the past. We need to learn by our mistakes and rise above them.

The first step on the road back to God is not easy. It requires being humble enough to admit that we have blown it. The difficulty arises because we forget the mercy of God and the depth and strength of God's love. The moment we decide: "I'm going to be different and go to my Father...", He receives us back. God loves us!

God awaits our return: "While he was still a long way off... he ran to the boy...", God is always ready to forgive: "... he clasped him in his arms and kissed him tenderly."

God's forgiveness is complete - the sin is forgiven and forgotten forever and we are restored to full membership in His family. The father in the parable would not hear of his son being one of his servants.

God rejoices in our return: "And they began to celebrate." Our Father is waiting for the first sign from us that we want to return - that we want to be a part of His family. He wants to make our return easy. He comes to meet us. He wants to rid us of the burden of sin. He wants us to share in an unending celebration of peace and joy. All we have to do is be willing to return: "I will leave this place and return to my Father." Will you return to your loving Father in Heaven? Will you take that first step?

**CLOSE WITH PRAYER**



## Examination of Conscience

### Clergy Meditation

It's time to take an honest look at ourselves - take an honest look at ourselves the way God looks at us. Have we done what God wants us to do in our relationships with Him, with the other people in our lives, with ourselves? (pause)

As we remain seated and quiet, listen, and let me guide you in a short examination of ourselves. Instead of hearing my voice, please think of Jesus speaking to you. (pause)

Jesus says: "My child, my Father brought you into this world because He loves you. He loves you. (pause)

Whatever He asks of you, the way He wants you to think, the way He wants you to behave, is because He loves you and knows what is best for you. (pause)

Have you opened yourself to my Father's love? (pause)

Think about it, you don't need to say anything. (Keep tone kind.)

Have you been willing to receive His love? (pause)

Have you been willing to receive His love through His people? (pause)

Or are you putting up walls, holding on to bitterness and negative self talk? (pause)

My father says, "Love each other as I have loved you." Have you been willing to share love with other people? (pause)

How have you made the people around you feel? (pause)

My Father is the one true God and there are some things which only God is qualified to do. Only God is perfect enough to judge. Have you been taking God's place and been judgmental to others? (pause)

Have you tried to take revenge against those who have hurt you or who have hurt your friends or family? (pause)

No one knows better than my Father how much everyone deserves punishment, but because of His love for you, He asked me to take your punishment and because I love you, I did. The punishment I took for you was enough to meet my Father's requirements for justice. Are you willing to let that be enough for you? (pause)

My Father wants you to enjoy His friendship. Have you taken the time to be His friend? (pause)

Have you spent time getting to know Him by reading your Bible? (pause)

Have you attended a church service to share with others in worship? (pause)

Have you spent time talking to God, as a friend, or do you only try to get Him to give you what you want? (pause)

Isn't it true that you can always find time for the things you really care about? (pause)

Do you care about me? (pause)

Are you willing to accept God as your Father? (pause)

Did you know you are His child? (pause)

Do you know how much He loves you? (pause)

He loves you my sister/brother. HE LOVES YOU! Will you say to the Lord, who loves you: I put my loving trust in you, O Lord, and I can do all things through You as You give me strength. Amen.

## Introduction of Forgiveness Lists

### Clergy Meditation

I am going to ask you to do something now that I know from experience will be very special and at the same time difficult. Today, we want to think about the people who have hurt us - the people we need to forgive. Your table servant is going to pass out some pieces of paper (may be 3x5 cards or dissolving paper or other material). Please take one and on it I want you to write the names of people you need to forgive.

As you think of names today, write them down. You and God are the only ones who will ever see your list. It is between you and God and you must trust Him to help you forgive. You have to trust Him. I know it's hard to forgive people who have hurt you but remember the only one you are hurting by not forgiving them is YOU! (*Personal Witness*)

Your list may be long or short. It may include family members, a lawyer, a parole officer, a friend, God, anyone - maybe even yourself. Each person here is encouraged to forgive. If you do, you will find the resentment, bitterness and anger that is weighing you down lift away. In their place will be peace from God. Remember, if you want to be forgiven, you must forgive.

Let us pray: "Forgiving God, we are hurt, we are angry, we have been misunderstood, we have been treated unfairly, we have been unloved. We don't want to carry that load anymore. Increase our faith in you so that we may be willing to trust you to start removing that load. Give us the courage to take the important first steps in the process of forgiving. Bring to our minds today the names of the persons whom we should forgive, for we know in order to be forgiven, we must be willing to forgive. Amen"

## Prayer of Commitment to Christ

### Clergy Meditation

**NOTE:** The Program Committee has provided three different alternatives of the Prayer of Commitment to Christ. Select the one that best fits the demographic and spiritual needs of your Stars and institutions. The schedule calls for this to be presented on the 2<sup>nd</sup> day after dinner, before open mike; however, if the SD feels it should be offered before or after that time, the schedule may be adjusted. The important thing is that every Star has the opportunity to spend some time with God and make a personal commitment to Christ for salvation. *DON'T*: give an altar call; say "repeat after me" or remove the element of "choice" on the part of the Star from praying and participating.

### Alternative 1

#### Background

The purpose of this usage of Scripture and following corporate prayer is to define the universal human predicament (letting the Stars know that we are all in the same boat); to show what the remedy for that predicament is; and *to lead everyone (team and Stars) in a prayer of commitment to Christ*. Because of the negative peer pressure and stigma attached to going for spiritual direction, this may be the only opportunity the Stars will take advantage of to commit themselves to Christ, so it can be of eternal importance.

Please note, these are only suggested Scriptures. If the person leading this prayer prefers other Scriptures with which s/he is more familiar or more comfortable, use them. *Please address the message and prayer to everyone - team and Stars.*

#### Introduction

We have been asked this weekend to examine our consciences and pray for forgiveness. We heard yesterday, the story of the prodigal son/daughter and the older brother/sister and we have seen it dramatized. You probably noticed that both were sinners. And by now, you may be realizing that-so are you; and since you have heard most of us share, you know that--so are we.

The Bible says, "Everyone has sinned and is far away from God's saving presence. But by the free gift of God's grace all are put right with Him through Christ Jesus, who sets them free." (Romans 3: 23-24). Romans 6:23, "For sin pays its wage - death; but God's free gift is eternal life in union with Christ Jesus our Lord." Notice that word "gift", Jesus is Himself a gift to us.

Jesus is an unconditionally free gift, sent to redeem us and cleanse us from our sins. And what do you do if someone offers you a gift? You can either take it or refuse it. The

magnitude of this free gift is described in Romans 5:6-9, "For when we were still helpless, Christ died for the wicked at the time that God chose. It would be a really difficult thing to die for a good person, or even someone we loved a lot. But God has shown us how much He loves us - it was while we were still sinners that Christ died for us! By this sacrificial death we are now put right with God..." The gift of salvation has been made possible through Christ Jesus.

I John 1:9 says that "But if we confess our sins to God, He will keep His promise and do what is right: He will forgive our sins and purify us from all wrongdoing." The word that's translated "confess" there, means, not only to "own up to," but to be willing to turn from our sins. I know and God knows that's not easy to do. In Romans 7:13-25, Paul describes the difficulty very clearly. Verse 19, "I don't do the good I want to do; instead I do the evil that I do not want to do." This struggle between good and evil is a part of life for each of us too.

But we must not despair. Listen to Romans 8:31, "If God is for us who can be against us?" and verse 38-39, "For I am certain that nothing can separate us from His love: neither death nor life, neither angels nor other heavenly rulers or powers, neither the present nor the future, neither the world above nor the world below - there is nothing that will ever separate us from the love of God which is ours through Christ Jesus our Lord." God loves each one of us and wants our love in return.

Revelation 3:20 has Jesus saying, "Behold, I stand at the door and knock; If anyone hears my voice and opens the door, I will come in."

I want each one of us to have the opportunity to open the door for Jesus and let Him come into our hearts and in our lives forever. I invite all of you now to join me in a prayer of commitment to Jesus Christ. Everyone -- Stars, team, (institution/facility) staff members - is invited to participate. If any one is uncomfortable with making or affirming a commitment to Christ, you are free to remain silent during this prayer. I will pray a line and then pause to give you time to repeat the line.

So prepare your hearts now and let us pray the prayer of commitment to Christ.

Dear Lord, I know I am a sinner, I ask you to forgive my sins.

I turn from my sins, and turn to You.

I have heard You knocking at my heart's door this weekend.

I now open my heart's door and say, "Come in, Lord Jesus, , come in."

I now receive You as my Lord and Savior.

Now I want to thank you: Thank You Lord for saving me;

Thank You Lord for forgiving my sins;

Thank you for coming into my heart;

Thank you for giving me eternal life.

I praise You now, as I pray in your Name, O Jesus. Amen.

Now, if you meant it when you prayed that prayer, you are a Christian. I invite you to repeat after me:

I am a Christian. Thank you.

## **Alternative 2**

### **Background**

The purpose of this meditation is to ask the Stars evaluate where they are in their walk with Christ. Do they know God loves them? Do they love God? Do they accept Jesus Christ as Lord? The mediation will help guide them in their discovery.

### **Introduction**

Do you feel different? Have you felt unconditional love this weekend? Did you know that the love you have felt comes from God? If you're like I am, you probably don't feel worthy of God's love. You may be saying, God can't really love me. I've done this or that. The Bible tells us that all of us have sinned and that all of us fall short of the glory of God. You've heard many of our stories. We've all sinned. Yet God loves us. And God loves you, regardless of what you've done or how unworthy you may feel. Romans 3:23-24, "Everyone has sinned and is far away from God's saving presence. But by the free gift of God's grace all are put right with Him through Christ Jesus, who sets them free." Romans 6:23, "For sin pays its wage - death; but God's free gift is eternal life in union with Christ Jesus our Lord." Notice that word, "gift". Jesus is Himself a gift to us.

Jesus is a gift, sent to redeem us and cleanse us from our sins. And what do you do if someone offers you a gift? You can either take it or refuse it. The magnitude of this gift is described in Romans 5:6-9, "For when we were still helpless, Christ died for the wicked at the time that God chose. It is a difficult thing to die for a righteous person. It may even be that someone might dare to die for a good person. But God has shown us how much He loves us - it was while we were still sinners that Christ died for us! By this sacrificial death we are now put right with God . . ." The gift of salvation has been made possible through Christ Jesus.

Revelation 3:20 has Jesus saying, "Behold, I stand at the door and knock; If anyone hears my voice and opens the door, I will come in."

Each one of us has the opportunity to open the door for Jesus and let Him come into our hearts and in our lives forever; to have the opportunity to think about what Jesus means to us. Let's bow our heads now and talk to God and tell Him what kind of relationship we want. Silently and just between you and God tell Him what you feel. Do you want Him to forgive you? Ask Him. Do you want Him to save you from your sins? Ask Him. Are

you still searching for answers? That's okay too. Ask Him to help you find the answers. Tell Him honestly what you feel. Tell Him what kind of relationship you want with Him. He is there with open arms waiting to receive you just as you are. Let's bow our heads now and pray silently to Him. I'll close with the Lord's Prayer once all of us have the opportunity to spend some time with God.

**NOTE:** After the Lord's Prayer remind the Stars that if they would like to talk to a Spiritual Director that they are available.

### **Alternative 3**

**Purpose:** This meditation is to help the Stars focus on where they are spiritually and to begin to consider how they can respond to what is happening to them personally during the weekend. At the end of the meditation, the Stars are asked to share, as they are comfortable, with their table families about their responses to the questions.

**Meditation:** Yesterday morning we heard about the wise men who made a journey to see the baby Jesus. They believed that He was the Savior of the World. I believe He is, too. This weekend is like a journey, because we are going somewhere. But this journey is different from taking an ordinary trip. It is a journey of faith. Our destination is to see and feel and experience the love of Christ. It can be the beginning of a life-long journey with Christ. I want us to take a moment to look deep inside ourselves. I want us to be honest with ourselves and God. I'll ask some questions and I want you to answer them within yourself. If it helps you to close your eyes, you may do that. (*Pause to let people get focused.*)

How are you feeling now? (*pause*) If you are feeling physically tired, try to go deeper inside yourself and ask that question of your spirit. How are you feeling spiritually now? Some of you are feeling quite happy. Some of you are feeling sad. Have you started on the journey with Jesus? Like the wise men, do you want to find Jesus? Or have you already been traveling, but maybe you've lost the way? If you have been hesitating to be on this journey, think back over the past two days. Have you seen the love of Jesus this weekend? Have you felt the joy that comes from God this weekend?

Do you feel unworthy? The Bible tells us that all of us are unworthy of the glory of God because all of us have sinned. Sin hurts God. Have you sinned? Are you sorry for what you have done? If you are sorry, God needs to hear that. What do you want to say to God? God will forgive you. God loves you. God is waiting to listen to you now. (*long pause*)

In your table families we want you to have a few minutes to talk about where you are on the faith journey. It is up to you to share, but remember the Christian community is here to support you and encourage you. Let's all share with our table families where we are in our relationship with God. What does God mean to you?

Now, we will have each table family to share where you are in your faith journey with the Spiritual Director in your family.

**NOTE:** Spiritual Directors at each table lead discussion. The goal is for each Star to express into words his or her relationship with God. Here are the guidelines:

1. *Strive for honest responses.*
2. *Encourage specificity, elaboration, and explanation.*
3. *Try to have everyone share.*
4. *Encourage Stars to share one on one with a Spiritual Director later*
5. *Close by repeating something that every Star shared as a way of reinforcing the commitment or praying together.*



## Wrap-Up of Forgiveness Lists

### Clergy Meditation

Jesus said, "If you forgive others when they sin against you then your heavenly father will forgive you." That is the promise we claim tonight. (*Personal Witness*)

I'm going to give you one last opportunity to add a name or names to your list. Take a couple of minutes and add any names you are still holding in unforgiveness. (pause) If you haven't put your own name on your list, you might want to do that too. (pause) Let's pray. Please hold your list in your hand as we pray.

#### *Prayer*

Now I want you to fold your lists so that the names are not visible. Then we are going to come up, nail our lists to this cross and then return to our seats. The nailing on the cross is a visible symbol of our God's forgiveness of us and our forgiveness of others. (musicians) will bring their lists first and you can see what we are going to do. When they are finished they will sing and then you are invited to come forward and nail your list to the cross. Please come by table families.

(When all have finished:) Let us pray:

(SAMPLE prayer: God of our Salvation, we praise you for what you have done in each of us tonight. When we forget that we have forgiven someone and let the old anger and attitudes resurface, bring this evening back to our minds. When we build walls around us, because we forget you have forgiven us, remind us of the cross. When we put guilt trips on ourselves, remind us Lord that we are completely forgiven, made clean and whole through your love. Help us to accept the wonderful forgiveness you give us. Thank you Lord for the wonderful gift of your Son and our Savior, Jesus Christ, and for the gifts of forgiveness and forgiving. We love you Lord. Amen.)

## Celebration Service

### Celebration Service Outline

#### A. Invitation to Prayer

1. Handwashing
2. Hymn: *This is the Day*, or musician's choice.
3. Call to prayer

#### B. Word Service

1. Psalm 24: responsive reading
2. Matthew 18:15-22, Luke 6:37-42, Ephesians 4:39-5:2,  
or a similar passage
3. Homily/reflection

#### C. Burning/dissolving of Lists

1. Invitation to remove a list and place in burner
2. Processional songs as all take action
3. Burn or dissolve lists
4. Disperse ashes or water & rinse bowl
5. Prayer of Thanksgiving

#### D. Closing

1. Explanation
2. Psalm 30: responsive reading
3. Closing song

### CLERGY MEDITATION: CELEBRATION SERVICE

**Setting:** In chapel and outside or entirely outside near chapel

**Purpose:** The purpose of this meditation is to reinforce to the Stars that they have forgiven and that they are forgiven. The tone, in gratitude for God's grace, is one of celebration. It is quite important that it be well organized so it can keep a good pace, with enthusiasm and joy. The Stars are to be reminded that we are a Christian community and that as a Christian community we are to encourage each other and share one another's burdens.

**Set-up:** The cross, (with all the forgiveness lists still on it), should be in the front and center of wherever the service is held. Equipment for destroying the forgiveness lists should be ready (buckets and lighter or transparent container and water.) A towel and a container of water should be at the entrance to the service. Psalm 24:1-4; 7-10 and Psalm 30:1-5; 11-12 should be copied for each participant. A hammer and container for nails should be near the cross for when the lists are removed.

**NOTE:** If the Institution/Facility does not allow burning of forgiveness lists, dissolving paper may be used and the following service adapted. Or the lists may be burned outside of Institution/Facility and the ashes used in the service. It is important to use a symbol - fire or water - to show how we give our hurts, pains and unforgiveness to God and be purified.

**Flow of the Service:**

1. Stars and team enter the service in silence. A bowl of water and a towel are held by two team members in the entry. Every person places their hands in the bowl of water and dries their hands with the towel (or the table servant from each table may dry the hands of others from the table family). This symbolizes the cleansing we have received. (This can also be done last)
2. Psalm 24:1-4; 7-10 read antiphonally, divide group into two sections, so it can be read back and forth
3. Hymn of Praise: This is the Day (antiphonally)
4. The leader of the meditation gives a short talk on how the Stars have forgiven and that they are forgiven. Remind the Stars about the lists and what they symbolize. Remind the Stars about the cross and what it symbolizes. (For example, part of what you might say is: Last night we trusted God enough to help us start working on forgiving people who have hurt us. We have heard stories of being forgiven and extending forgiveness. Forgiveness brings great joy, and a new relationship with God. Now is time to take those lists off the cross and burn them--to remind us that we are getting rid of the load of bitterness, and hate. These lists have not been read by anyone; they are between you and God. In turn each one of you will have the opportunity to take a list and put it into the container for burning; it will probably not be your list--that is not important. What is important is that we are all brothers and sisters in Christ and that we share in this experience together. Even if you did not put a list on last night I want you to take a list off.
5. Short prayer.
6. The leader of the meditation asks everyone to remove one list from the cross (*not their own, but belonging to someone else*) and place it in the container to be burned or dissolved in a clear bowl. We are one in Christ. A Christian community shares each others' burdens.

**NOTE:** A team member stands at the cross and as each one comes up, pulls out a nail, puts the nail in a small container and gives the list to Star or team member to immediately place in the container.

7. As the lists are being put in the container, a round of familiar, upbeat songs should

be sung. This is not a time of silence, but of celebration.

8. Offer a short prayer after all the lists are placed in the portable bucket.
9. Once all the lists have been placed in the bucket and the prayer has been offered, the lists in the bucket are lit and burned. Remember to check the direction of the wind so that the smoke does not blow into people's faces. While the lists are burning, the meditation leader may share his or her own personal story regarding forgiveness and reconciliation and/or the music directors may lead the group in upbeat music or the leader may ask interactive questions with the Stars and Team. Possible questions include: Are you feeling lighter now? Is anything different about your life? Will you remember today when those old feelings start coming into your thinking? Do you believe that God forgives you for what you have done--when you are sorry and tell God about what you have done that is wrong? Do you want to live in peace with other people? Do you want to have a good relationship with God?
10. Once the lists are burned, put the ashes in a large clear bowl. Make sure no sparks are present. Then throw the ashes into the wind as a symbol of giving our hurts, pains and unforgiveness to God. Use the same bowl of water and towel that everyone used at the beginning of the service to wash the bowl of ashes clean.
11. Comments after disposal of the ashes (if burning lists). These comments might include: We know that fire can be very destructive. We also know that burning is used to purify, like when metals are burned. The burning we are doing today is to purify us. It is to help us get in line with God's will for our lives.

At the start of this service you had an opportunity to dip your hands in water. Then we said a Psalm responsively that asked who should enter the Lord's holy place. The answer is: "Those who have clean hands and pure hearts, who do not lift up their souls to what is false, and do not swear deceitfully."

12. Responsive Reading (antiphonally): Psalm 30:1-5; 11-12 Closing song.

**Responsive Reading: Psalm 24:1-4; 7-10**

- |          |   |
|----------|---|
| Group 1: | The earth is the Lord's and all that is in it,<br>the world, and those who live in it;  |
| Group 2: | for he has founded it on the seas,<br>and established it on the rivers.   |
| Group 1: | Who shall ascend the hill of the Lord?<br>And who shall stand in his holy place?  |
| Group 2: | Those who have clean hands and pure hearts,<br>who do not lift up their souls to what is false, and do not swear deceitfully. |

Group 1: Lift up your heads, O gates!  
                     and be lifted up, O ancient doors!  
                     that the King of glory may come in.

Group 2: Who is the King of glory?

Group 1: The Lord, strong and mighty,  
                     the Lord, mighty in battle.

Group 2: Lift up your heads, O gates!  
                     and be lifted up, O ancient doors!  
                     that the King of glory may come in.

Group 1: Who is this King of glory?

All: THE LORD OF HOSTS, HE IS THE KING OF GLORY!

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**Responsive Reading: Psalm 30:1-5; 11-12**

Group 1: I praise you, Lord, because you have saved me  
                     and did not let my foes rejoice over me.

Group 2: O Lord my God, I cried to you for help,  
                     and you have healed me;  
                     you kept me from the grave.  
                     I was on my way to the depths below,  
                     but you restored my life.

ALL: SING PRAISES TO THE LORD, O YOU HIS FAITHFUL ONES,  
                     AND GIVE THANKS TO HIS HOLY NAME.

Group 1: For his anger is but for a moment;  
                     his favor is for a lifetime.

Group 2: Weeping may linger for the night,  
                     but joy comes in the morning.

Group 1: You have turned my mourning into dancing;  
                     you have taken off my sackcloth  
                     and clothed me with joy,

ALL: SO THAT MY SOUL MAY PRAISE YOU AND NOT BE SILENT.  
                     O LORD MY GOD, I WILL GIVE THANKS TO YOU FOREVER.

## Discipleship- The Good Samaritan Clergy Meditation

**The meditation should be no longer than 10 minutes!**

### **PURPOSE AND SETTING:**

This meditation immediately follows the skit based on the parable of the Good Samaritan. The skit will provide the Stars with a clear example of how one shows love of God and neighbor: by helping another in need!

The purpose of this meditation is twofold. First, the Stars should hear and understand God's call to discipleship as stated in the Great Commandment - to love God above all else and to love our neighbors as ourselves. Second, the meditation, like the parable, should help the Stars see who their neighbors are. Remember keep it simple and easy to understand!

The setting for the parable is a lawyer's question to test Jesus about inheriting eternal life. The lawyer is able to tell the Greatest Commandment and the one that follows regarding loving one's neighbor: "You shall love the Lord your God with all your heart, and with all your soul, and with all your strength and with all your mind; and your neighbor as yourself" (Luke 10:27; see also Matthew 22:37-39). To be a disciple means giving oneself completely to God and caring for someone in need, exactly as one would want to be cared for when in need.

There is great concern in our day for the casualness of violence and the cheapness of human life. Lack of empathy for another's pain is one of the most serious deficiencies in our culture. It is possible that during the skit there may be laughter, even a sense of joy, when the person is beaten up. The clergy person may need to address the laughter. Sometimes team members laugh (much as one would laugh at a cartoon). However the Stars should understand that beating someone up is not funny (boys may react more than girls, because boys tend to find "hostile-aggressive" action more humorous, probably due to socialization). Any necessary comments should be said in a nonjudgmental way. No one should feel put-down; that will not help them hear the meditation but it should be addressed.

### **SUMMARY**

Think of a group of people whom you really dislike! You hear their name, for examples, Russians, Jews, blacks, whites--and you start to get annoyed or angry! Hold on to that for a few minutes.

My guess is that most of you think the team members are pretty solid religious-types. We've got some preachers here, and some people who work real hard in the church. It's probably a cinch: we're going to get eternal life!

Jesus would say, "Wait a minute!" Your job doesn't qualify you--even when you say you love God with everything in you!--heart, soul, strength, mind! Love is shown by what you

do--not by what you say. When you help someone who needs help--you are demonstrating your commitment to God."

Some of us preachers could be like the priest in the story who walks by on the other side. Some of these real religious, in church every time the door opens type, could be just like the Levite--who ALSO walked by on the other side!

It was the SAMARITAN who turned out to be the hero. There was all kinds of bad blood between Jews (Jesus and his crew) and the Samaritans. They were kinfolk, yet the hatred went real deep--so deep that Jews didn't walk through the area of Samaria! But Jesus did, and he took the disciples with him--so they would figure out how to act around people you don't like. Many of the people who followed Jesus were taking other people's word for it: hate the Samaritans!

The whole story got started when a lawyer, educated--with right answers even for Jesus--asked how to get eternal life. It turns out the right answer is first to love God completely with every cell in your body! Then along with that (and it's very natural, really), love your neighbor just like you love yourself.

The story starts and we find out that a neighbor is a person in need! No mind bad blood, or what else you have planned for that day. You love that person and do what you can to help! It doesn't matter what baseball or football team that person is a fan for, what church she or he goes to, whether the person is in your group at school or on the streets: love him or her anyway!

Remember how I asked you to think of some group you really dislike. Think about yourself being down on the road, and that very person comes by--and doesn't walk by, or hurt you worse, taking anything the first muggers missed. Instead: your enemy helps you! (Give time for that to "soak in".)

Now reverse it: what about if you saw your enemy down? The story says: help that person--no matter how you feel about her or him!

That's being a disciple of Christ: because we are called to be disciplined in our walk! Living each day as close as we can to God. It will involve risks, but it is worth every one of them!

It's an every day thing. It takes work. It means loving God, so we have the love to give to others. Who is our neighbor? The answer is simple, isn't it? Our neighbor is anyone, anyone - friend or enemy - who needs our help.

## STAR REUNION OUTLINE

**WHAT:** A meeting where Stars and team get together to celebrate God's love and learn more about how to be a Christian. The program should be entertaining and exciting as well as educational. And remember the 4 L's - LISTEN, LISTEN, LOVE, LOVE.

**WHO:** A Follow-up Coordinator needs to be appointed from each team. It will be this person's responsibility to either provide or find someone from the team to provide the program for each follow-up session. Any Star that volunteers to attend the follow-up and is not on restriction at the Institution/Facility should be able to attend.

Any team member may volunteer to attend. It is recommended that a schedule be set up where team members are only required to attend about four to six follow-up sessions a year. If they want to attend more they are welcome to do so. It helps if you send out a reminder to each team member before each follow-up. Individuals who have not experienced their own 3-day weekend and/or served on an Epiphany team may only attend one time or as part of the program. A member of the Institution/Facility staff should be present each time.

**WHERE:** A designated room somewhere in the Institution/Facility.

**WHEN:** It is recommended Star Reunions be set up every week, every other week or once a month. They should last one to two hours. It is essential that Star Reunions occur even if only one Star is left in the institution/facility.

**WHY:** Star Reunion and follow-up is a powerful tool to demonstrate to the Stars that they are not alone. It has also been very effective in helping the Stars to learn more about their walk with the Lord.

**HOW:** EACH SESSION SHOULD INCLUDE THE FOLLOWING ACTIVITIES:

- Greet Stars
- Opening Prayer and Music
- Small groups
- Star reads scripture
- Team member leads Bible study/meditation
- Small Group Sharing/Discussion
- Small Group Prayer
- Refreshments
- Stars share with Epiphany group
- Announcements/Sing Happy Birthday to any Star(s) with birthdays
- Congratulate any Star(s) going home
- Prayer requests/Group prayer



## GAMES AND RECREATION

### Rice Bag Game (Louisiana)

Equipment: sets of 4 different colored bags, one set for each circle

Stars and team form a circle of about 10 - 12. One red bag is introduced and the circle is told they must throw the bag to one person who is not beside them and who has not caught the bag yet. They must remember who it was they threw to and each person in the circle can only throw and catch one time in each cycle. Each time they get the bag they are to throw it to that same member of the circle. After one good round, where everyone remembers and throws are completed by everyone, you add a yellow bag to throw about half way through that turn. Now everyone is throwing two bags in the same sequence. After another good round a blue and then finally a green bag is introduced. Play continues until the circle can throw and complete the sequence with all four bags.

*Discussion time on how the game made you feel. Were you angry at yourself when you dropped the bag? Were you happy when your team was able to finish? All the feelings of frustration and elation can be aligned to life - how we are going to miss a toss and ask forgiveness of the group we are with, how we are going to forgive each other when we drop the bag, etc.*

### Pattern Ball (California)

**(California) Equipment: Set of 4 balls + a beanie bag/baby**

Form a circle of players (preferably no more than ~30 to a circle). One person "directs" this game by tossing a ball (use cloth, soft balls so no one gets hurt) across the circle to one person, who tosses it to yet another person across the circle. This keeps going until everyone has received and thrown a ball to someone across from them. The idea is to ALWAYS throw to the same person, and ALWAYS receive from one specific person. Once this "pattern" begins to go smoothly the director tosses in a second ball, continuing the pattern. This surprises everyone and confuses them momentarily, but they get the idea back real quick. So now you have two balls being tossed around in the same pattern. Then introduce the third ball and shortly after a fourth ball. By now everyone is throwing, catching, laughing! The fifth item to be thrown in is a bean bag or "beanie baby" type item. This game can be as long or as short as time permits. Begin ending the game by removing a ball when it gets back to the director one at a time until all balls/bean bag are collected.

### Silent Guess What?

**(California) Equipment: 3x5 index cards, masking tape**

Each team/table family gets in a circle, one person in middle. When "go" is called, the person in middle runs over to the person in charge and gets an index card taped to their back. WITHOUT speaking, the other teammates must mime what the word is on their teammate's back until the person in middle guesses the word. Then another teammate runs over to the person in charge and gets a taped card on their back, runs back to the center of the circle, and repeats the whole process until all teammates have had a turn. The first team

finished is the winner. The Stars loved it. Use index cards previously prepared. Need 50-60 with words such as "car," "table," "earring," "surfboard", etc.

## **Machines**

**(South Carolina) Equipment: 3x5 index cards**

Recreation Director prepares index cards with words on them that describe different machines/appliances (car, dump truck, sewing machine, Xerox machine, FAX machine, blender, toaster, treadmill, etc.). Give one card to each team/table family and give them 5-10 minutes to create their "machine" by acting it out. Then let each group act out their "machine" for the others to guess what they are. Everyone participates and everyone wins!

## **Blob**

**(Ohio) No Equipment Needed!**

Three people hook together at the elbow (so you have dozens of "three people chains). One other person from the main group person is "it". They try to "hook" up at the elbow -- on the run. When the "it" person hooks up - the other end of the chain lets go and becomes "it". The runners are chased by the "it" person all over the gym. The game is over when no one can breathe anymore. You need a gym to run around in or be outside -- it is a little rough but a blast and a great way to run off steam.

## **Plunger Relay**

**(North Carolina) Equipment: 5 bathroom plungers, 5 rolls toilet paper**

Each table family stands in a line. Place an oversized roll of toilet paper in each plunger. First person holds it up to balance - must hold it at the very bottom (mark handle with marker or tape so no one puts their hand higher on the handle!). Run across gym, or if outside across marked area, and back, without dropping your tissue. Hand off to next person. Continue until all have had a chance to carry the roll!

## **Mummies**

**(California) Equipment: approx. 10 rolls toilet paper**

Split the players into teams of three (one team member and 2 Stars), give each team a roll of toilet paper. Two persons then wrap the third in the t.p. so that they look like an Egyptian Mummy. North Carolina variation: Each table "dresses" their table servant as a "bride".

## **Cotton Ball Relay**

**(North. Carolina) Equipment: cotton balls, Vaseline, paper plates**

Each table family forms a line and dabs a little Vaseline on their noses. In relay, each member must run to opposite end where a plate with cotton balls is, and pick up a cotton ball with your nose (NO HANDS), run back to your family line (if it falls off as you are running, must use your nose NOT HANDS to retrieve). Continue until entire family is standing in line with a cotton ball on their nose!

**OR**

Each table family forms a line and dabs a little Vaseline on their noses and places a cotton ball on their nose. In relay, each member must run to opposite end to a chair with a plate and get the cotton ball off their nose onto the plate **WITHOUT USING YOUR HANDS**. If it falls off before you reach the chair you must pick up with your nose (**NO HANDS**) and continue relay!

Either way works well and the Stars are in hysterics by end, especially when the team members enter into the spirit of the game!

### **Balanced Singing**

#### **(Virginia) No Equipment Needed!**

Have each table family discover way(s) to only use four (4) of their legs touching the ground long enough to sing “Jesus Loves Me”!

### **Chants**

#### **(South Carolina) No Equipment Needed!**

Have each table family (including the “back room/table”) compose or create their Table Chant to be demonstrated in front of conference room sometime later on! These chants may be sung, spoken, clapped or stomped ... may use their table name/fruit of the Spirit, etc. Everyone should stand up with the family when they are shown to rest of Stars!

### **Musical Statues**

#### **(California) Equipment: Bell or other noise-maker**

One person is “it”. They ring a bell (or some other noise-maker) while everyone runs around playing field. When the “music” stops, the players have to “freeze”. Anyone who moves, quivers, shakes, etc. is out. The goal is to be the last one out.

### **Dancing**

#### **(Ohio, Virginia and Louisiana) Equipment: The right music and lots of energy!**

Line dance to the Macarana.

“Chicken” or wedding dance. Flap your wings, clap your hands and wiggle your tush and do the “alamand”.

### **Tony Chestnut**

Ohio has the music and body motions!

## **Yarn Toss**

**(North Carolina) Equipment: Large ball of yarn**

Everyone forms a large circle and team and Stars toss to each other a large ball of yarn, holding onto the string, and giving a positive affirmation to the person to whom it is thrown. i.e. “You have a nice smile”, “You are a good singer”, etc.

## **Funny Actions Relay**

**(North Carolina) Equipment: 5 sets of 3x5 index cards**

Table families line up for relay ... first one runs to opposite end and receives a 3x5 index card with instructions on it. They must do whatever the card says as they are returning to their family. Continue until all have had a turn.

i.e. “Say your name 5 times as fast as you can”, “Crow like a rooster 3 times”, “Hop to your team like a bunny”, “Shake hands with 3 people”, “Pat your head and your stomach while turning in circles for 5 seconds”, “Run around in a circle”, “Act like a fish”, “Do 3 jumping jacks”, “Hop on one foot back to your team”, “Act like a monkey”, “Sing like a bird”, “Say I am a Star 5 times as fast as you can”, “Run backwards to your team”, “Sing the first verse of Jesus Loves Me”, “Do 3 sit-ups”.

## **Duck Walk**

**(North Carolina) Equipment: Lots of non-helium balloons**

Each table family lines up for relay. First person is given a balloon and places it between his knees. They must “waddle” to the other end, flapping their arms and “lay” their egg/balloon. Cannot touch the balloon with your hands! Continue until all have had a turn.

## **Stand Up!**

**(Alabama) No Equipment Needed!**

Stars and team pair off in twos, sitting down, back to back. Each pair must stand up without using their hands to push off the floor! Could also use groups of 3 or 4.

## **Dragon**

**(Alabama) Equipment: Small flags**

Line of Stars from each table holds on to each other and tries to get the flag out of the other lines’ pockets.

## **Tapping Tables**

**(South Carolina) No Equipment Needed!**

Each table family puts their hands on the table overlapping right to left. TL begins by tapping table once, the next hand taps once, so forth. Try to go as fast as possible. To reverse the tapping, double tap the table.

### **Trust Walk**

**(California) Equipment: 8 blindfolds per table**

Table families fold a line, holding the shoulder of person in front of you, with a leader. All but the leader are blindfolded. The rest need to “trust” that they will be led safely and correctly.

### **Tug-a-War**

**(California) Equipment: long rope**

Form two teams, mark mid-line, see who pulls which team over line.

### **Bag Races**

**(California) Equipment: cloth or paper bags**

Have weekend guides and Stars pair off and compete in a three-legged race.

### **I Like My Neighbor**

**(South Carolina, Louisiana) Equipment: Chairs or tape to mark a large circle**

Everyone forms a large circle (should be marked with chairs for everyone or taped spots, etc.). One person is “It”. They say “*I like my neighbor but I would really like my neighbor with – e.g. blue eyes*”. Everyone with blue eyes then has to run and find another chair/spot to be and “it” tries to get in the circle, leaving someone new as “it”. Variation of musical chairs. **OR** “It” stands in circle and says “*Jesus loves me and everyone who is – i.e. wearing tennis shoes*”, and they have to change places.

### **Animal Families**

Everyone has the name of an animal (i.e. elephant, pig, horse, dog, etc.) taped to their back. They have to find other people with the same animal, by making various animal sounds.

### **Popcorn Relay**

**Equipment: small disposable plastic bowls, rubber bands, popcorn, bowl** Use one large popcorn bowl and smaller bowls to carry the popcorn to the other end. Tie small disposable plastic bowls to players’ feet with a rubber band threaded through a hole in the bottom of the bowl. See which team has the most popcorn in its last bowl after two minutes.

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