



CROSS CHURCH
WORSHIP
TEAM HANDBOOK



THE VISION OF THE HOUSE

To help people Find Life, Find Family, Find Freedom and Find Purpose.

OUR MISSION:

Point people to the One who really matters, Jesus. Creating artful, congregational inviting, and Spirit-filled spaces for people to encounter the living God.

HANDBOOK INTRODUCTION

When taking the above into consideration, we, the musicians and vocalists of this church, have an awesome responsibility. We consider ourselves not a band, but a team of worship leaders. We have a responsibility at every service to lead people into God's Presence. We are a ministry that believes in the power and presence of the Holy Spirit. So, we follow His lead in preparing for worship services, and in leading the congregation in worship. We accept the mantle and responsibility the Lord has placed on us to be His vessels not only through the music we play and sing, but also through our actions, attitudes, and appearance. What you will read in the following pages assists in keeping our worship team following the same standards in order to represent this mantle of leadership, and Cross Church, well.


OUR CORE VALUES

Encounter over Entertainment (Pursuit) | Psalms 63

We each individually strive to encounter Jesus on and off the platform. We desire that our personal worship fuels our corporate worship experience. Our posture is one of humility, unity, & authenticity, empowering worshippers not entertaining. Our worship experience will be governed directly by the authority of the Bible.

Relationship over Role (People) | Hebrews 10:19-25

We passionately pursue a dynamic relationship with Jesus. We are intentional about building relationships with one another. As sons and daughters of the house, our role is secondary to our relationship with Jesus and with others. The relationship is the important thing. The role is the tool to build the relationship. From every tribe, nation and tongue, we are a beautiful blend of every culture reflecting the awe of Heaven.



Outstanding over Standing Out (Preparation) | Psalms 33:3; Proverbs 12:26;
Colossians 3:23-24

We strive to give Jesus our best by diligently preparing for each worship experience. We desire to point people to Jesus and draw all attention away from ourselves.

Multiply over Maintaining (Perspective) | Jeremiah 30:19

We desire to build, empower and disciple generations of worship leaders, instrumentalists and production specialists. We identify the greater purpose in individuals, facilitate training them in their giftings and release them into their calling.

Creativity over Apathy (Passion) | Genesis 1; Ephesians 2:10

God is a creative God and through our individual giftings, we desire to bring new ideas, sounds, and expressions to our worship experience. We will passionately pursue innovative and exciting ways to bring praise and honor to Jesus.

Megaphones over Marshlands (Purpose) | Luke 4:18

We are declarers of the goodness of God, bringing hope to the hurting, bringing freedom to the captive, bringing life to the barren places. With the Song on our lips and the Light in our eyes, we pull the lost from the marshlands and point them to everlasting life.

***THIS IS NOT A STAGE, THIS IS AN ALTAR
A PLACE WHERE EGO CANNOT STAND,
WHERE SELFISHNESS DIES.***

***NO CELEBRITIES, JUST BEST MEN...
POINTING OUT THE GROOM TO THE BRIDE***



OUR VOCABULARY

Platform

You will hear the stage referred to as a “platform.” We believe a stage is for performance, but a platform is for influence.

Call Time

This is the expected time to arrive at either rehearsals or services.

Down Beat

The beginning of rehearsal.

Cue to Cue

Running the services flow from top to bottom with detail and clarity to know what we can expect and or adjust for each service.

Planning Center Online(PCO)


The online software used to receive scheduling requests and see all service flow details including songs and assignments.

Slack

Communication platform used to share details, upcoming events, service adjustments or just the usual shenanigans.

WORSHIP OPERATIONS

Worship team operations exist to serve and support the Worship team. In cooperation with the leadership of Cross Worship, operations provides team scheduling, Planning Center administration, new team member onboarding, team organization, team-wide communication, and more! All operations will be administer by Worship Associates and any questions and requests should be emailed to worship@crossatlanta.com.



WORSHIP TEAM SCHEDULE

All team scheduling is done through <https://www.planningcenteronline.com/>. Team communication is dispersed primarily via email. It is important that team members check email and Planning Center frequently in order to stay informed. Individuals will be sent serving requests 1-2 months ahead of time via Planning Center Online (PCO). **Once you've received your invitations to serve, you should respond on Planning Center (PCO) within 5 days.** We request that you access PCO and blockout unavailable dates at least 1 month in advance. Since we request your unavailable dates in advance, please note declines should happen infrequently, and only under special circumstances. Please be prepared to provide a reason for your schedule change on PCO. All that said, every effort will be made to accommodate schedule changes that are requested well in advance. Communication is key!

EMERGENCY CANCELLATIONS

If you face an unforeseen circumstance (illness, etc.) that prevents you from serving within 24-hours of an event, contact a worship associate via Slack. Declining in Planning Center is not sufficient communication in these circumstances, so please follow this protocol.

ONBOARDING

For any prospective worship team member, onboarding exists to guide them in their journey toward being a valuable member of the Cross worship team. Following completion of Next Steps, the onboarding process will be led by a Worship Associate to assist throughout the interest phase to evaluation and assimilation.

SERVING EXPECTATIONS

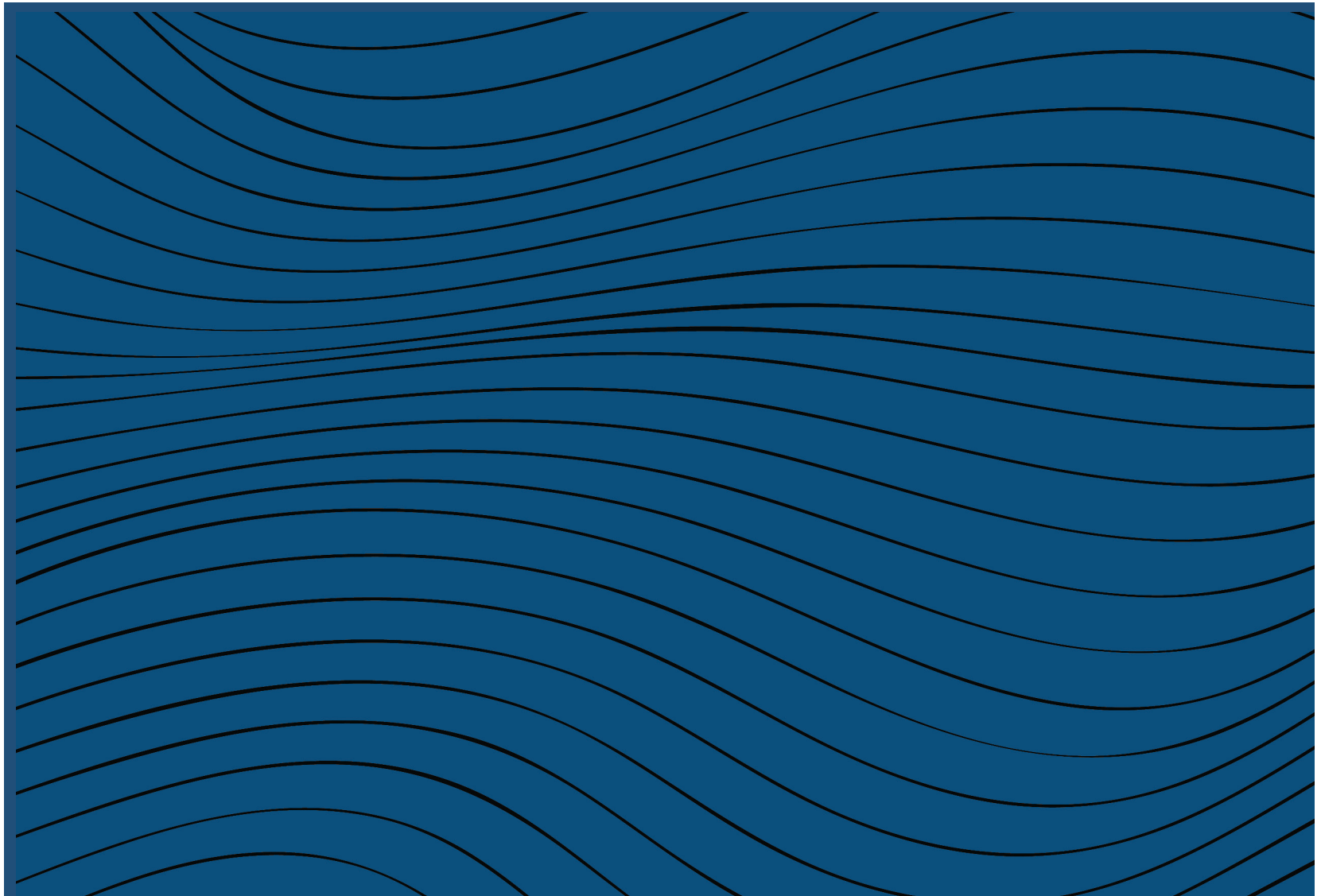
We believe that continually honing and bettering our craft is our offering of worship to the Lord. Because God has given us a gift, we will steward it by sharpening it and using it for His glory.

Preparation

- We encourage you to spend time in worship daily. Reading the Bible and having personal prayer time is important to maintaining your relationship with God. What happens during the service should be an overflow of what God is doing in your life. Take time to seek God and prepare your heart to worship before you arrive.
- You'll find the worship setlists and rehearsal materials posted on Planning Center **two weeks ahead in advance of the service rehearsals.**
- It is vital to learn the music. This allows you to lead confidently and effectively engage in worship. This includes memorizing chord charts, lyrics, vocal parts, etc. Learn the songs according to the resources as well as the notes provided on Planning Center.
- Be prepared to remain flexible with all worship setlists and be willing to work with all music/vocal directors while exhibiting a helpful and positive attitude as last minute adjustments and addition may occur..

Rehearsals

- Be punctual and ready to rehearse and in position before all scheduled rehearsal and service times.
- Be prepared to make any changes to the arrangements and production of all songs on the worship setlists and be willing to work with all music/vocal directors while exhibiting a helpful and positive attitude.
- Remember Cross Worship's standard is excellence. Prepare beforehand so sound check and rehearsal times are a success. **Please provide any song alterations or key adjustment to a Worship Associate at least 5 days in advance of scheduled rehearsal.**
- Rehearsal times will be posted on Planning Center Online. If extra time is needed to prepare for rehearsal (musician set-up, vocal warm-up, etc.), please budget your time appropriately to be ready for the scheduled start time.



DRESS CODE

As worship leaders, everything we do on platform is meant to bring glory and attention to God. The clothes we wear need to be considered with intentionality.

1 Samuel 16:7 says “...*People look at the outward appearance, but the Lord looks at the heart.*” So, we acknowledge that although God looks at the heart, people still look on the outward appearance; we should aim to dress with excellence and modesty as we represent Cross Church.

Here are some guidelines to keep in mind as you select your outfit for serving on the platform:

- Personal style should never cross the line of distraction. Your worship expression should speak more boldly than your clothing.
- As you select your clothes, keep in mind you are not only representing yourself, but Cross Church. Also make sure it's comfortable enough to allow you to worship in a free manner. Consider how every piece and all accessories will move with your body as you jump, dance, kneel, and raise your hands in worship.
- Have an additional clothing item to replace any clothes you are not 100% confident will be appropriate for the platform. Our worship associates are expected to hold team members accountable for clothing that is out of dress code, so be prepared to change if a worship associate requests you to. Having options on hand is always good anyway in case of spills or stains.
- Aim for modesty with every piece of clothing you select. It should draw attention to your countenance more so than to any particular body part.
- Shirts should not be too tight and should not show your stomach when you raise your hands. Your shirt should also fully cover your shoulders. It should be long enough to fully cover your back if you kneel.
- Pants and shirts shouldn't cup or cling to any body parts.
- Pants may be distressed, but skin should not show through above the knee. Rips in pants should be held to a minimum and continue to show modesty.
- Flip flops and sandals without backs are not allowed. For safety reasons, all shoes should have a back to them.

- T-shirts can be worn. Solid-colored or patterned are acceptable. No large logos or apparel that promotes secular content.
- Tank tops should not be worn during service.
- Shorts are not allowed.
- Keep jewelry simple. Make sure that pieces don't make noise when you move.
- Consider what might show through clothing (specifically tops, skirts, or flowy pants) will look like when bright platform lights are shining either on it or through it from behind.

Specific Guideline for Men

No chest hair should be visible.

Specific Guidelines for Women

- Open-toed shoes are allowed if they have a back or a strap.
- Skirts and dresses should come to the mid-calf or lower to allow for modesty as well as freedom of worship.
- Bras should be inconspicuous and serve you well to protect from both cold temperatures and from movement in the chest area.
- The neckline of your shirt should be high enough to prevent cleavage from showing, even when you lean forward.
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CHILDREN AT REHEARSAL

Due to the fast-paced nature of our rehearsals, children are not permitted to attend rehearsals without supervision of a person who is not also serving on the team that day and who is also at least 16 years of age. Children under 13 shouldn't be left in the auditorium or green room without supervision under any circumstance. Plan to make other arrangements for childcare if you think you may be distracted or miss parts of rehearsal. Also, keep in mind the platform and any production area can be a dangerous place for children. If you choose to bring a babysitter with you, they are welcome to wait in the green room with your children during rehearsal.

While this will remain the standard, after a one-on-one conversation with a Worship Associate, grace will be extended for extenuating circumstance and seasons.

COMMUNICATION VIA SLACK

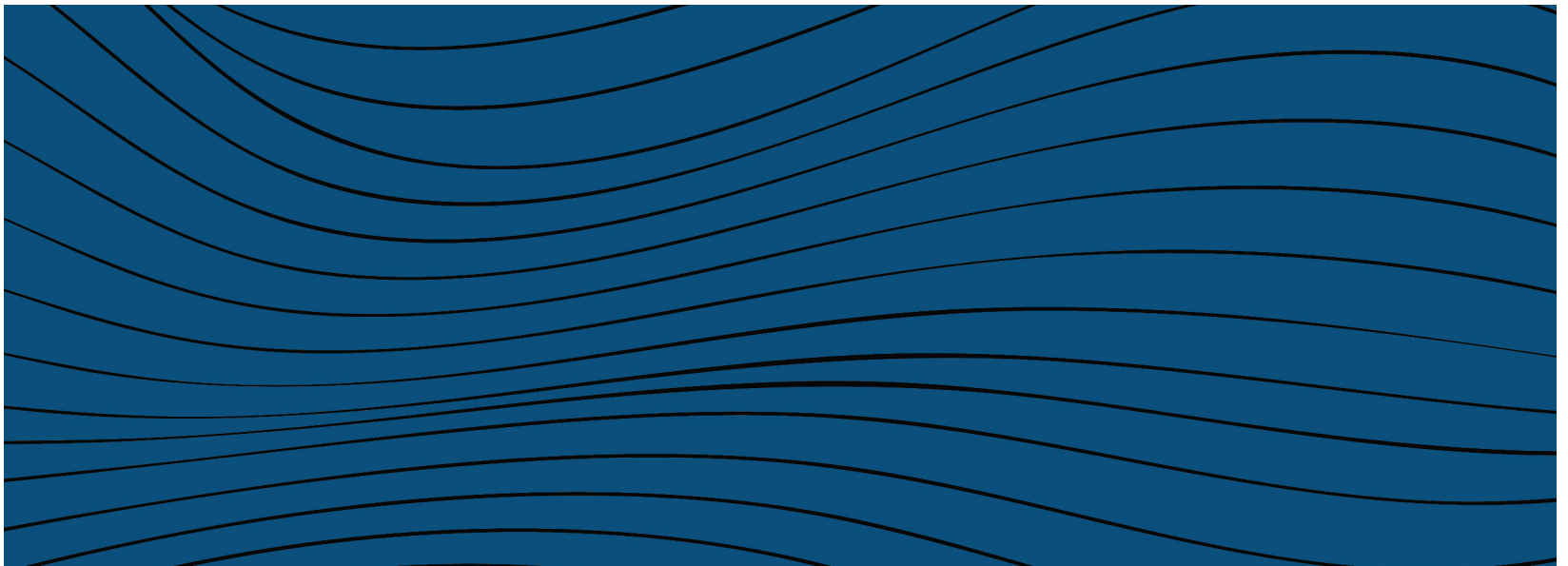
Planning Center Online is our primary source of information regarding services and events, but written communication regarding anything else related to our ministry will be communicated via Slack. You will be invited to Slack channels that pertain to your specific areas of involvement. It is highly recommended to install the Slack app on your phone and allow notifications so you're not missing important announcements and reminders. Feel free to schedule notifications to be silenced at times that aren't convenient for you.

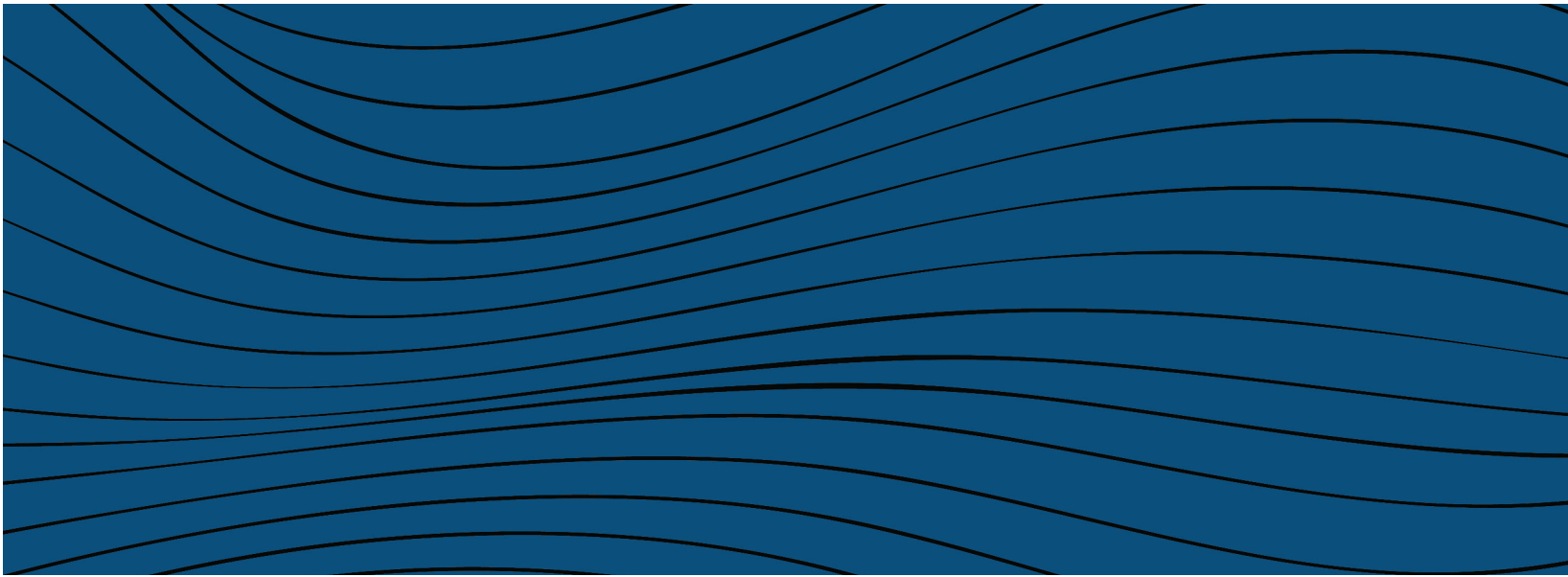
POLICIES FOR WORSHIP TEAM MEMBERS

As you accept the responsibility of platform leadership at Cross, with that comes a greater level of accountability with the way we conduct our lives. As a visible leader at Cross Church, you are seen by our members and outside parties as a representative of the church. Keep this in mind as you read the following guidelines.

Alcohol Use Policy

Because we know that individual beliefs on alcohol consumption vary in our culture, our worship team has the individual responsibility to steward our Spirit-led convictions with discretion, wisdom, and grace. This policy is built upon the understanding that freedom and responsibility are linked.





As leaders, the Worship team of Cross Church have the responsibility to obey Godly instruction, to be a testimony in the culture, and to aspire to excellence in Christlike behavior. This should lead to a posture in the lives of believers where Spirit- led convictions on drinking submit to a greater discretion based on the situation or circumstance. Boundaries to be considered are:

- Compliance within legal limits and requirements is expected.
- Thoughtful consideration should be made regarding the place or the manner of consumption so as to reflect a positive image on Christ, His Church, and our testimony.
- Thoughtful consideration should be made towards those who may be wrongly influenced by our behavior.
- Consumption should not be done on church property or at church events.
- No alcohol at gatherings/functions sponsored by Cross or its leaders.
- No alcohol should be expensed to the church.

Scripture references:

- Psalm 104:15, “15...and wine to gladden the heart of man... .” (ESV)
- Romans 14:14, 20, “14 I am convinced, being fully persuaded in the Lord Jesus, that nothing is unclean in itself. But if anyone regards something as unclean, then for that person it is unclean... 20 Do not destroy the work of God for the sake of food. All food is clean, but it is wrong for a person to eat anything that causes someone else to stumble.” (NIV)
- Ephesians 5:18, “18 And do not get drunk with wine, for that is debauchery, but be filled with the Spirit.” (ESV)

Cross's Alcohol and Drug-Free Facilities

Cross Church provides a safe and productive environment for all. Any facility associated with Cross Church is considered to be alcohol, drug, and tobacco free. Cross sets an expectation for its leadership that they will not be involved with the unlawful use, possession, sale, or transfer of drugs or narcotics in any manner that may impair their Christian witness and their ability to perform assigned duties or otherwise adversely impact the ministry's well-being.

Further, leaders shall not possess alcoholic beverages onsite or consume alcoholic beverages in association with the church. The specific purpose of this policy is to outline the methods for maintaining an environment free from the effects of alcohol/drug abuse or other substance abuse that adversely affect the team along with the mission of our ministry. All individuals are subject to this policy while they are in facilities or on property owned, controlled, or operated by the church. While on Cross Church's premises and while conducting church-related activities off of Cross Church's premises, you are prohibited from the use, possession, distribution, or sale of alcohol or illegal drugs or from being under their influence while serving.

Substance Abuse Policy

The use of illegal drugs and the abuse of alcohol are inconsistent with a committed Christian lifestyle. We must refrain from behavior that is inconsistent with biblical teaching. Any involvement with alcohol/drugs that affect the church, work environment, or reputation of this ministry is unacceptable.

If a team member experiences a problem of this nature, they are urged to voluntarily seek assistance through a pastor, minister, or oversight. Any leader who voluntarily seeks assistance from Cross Church will be referred to counseling ministries for evaluation and assistance with the problem.

If you have questions or personal concerns regarding substance dependency or abuse, you are encouraged to seek counseling services. ***Such issues may be raised without fear of reprisal.***

Relationships

The Word of God is clear that any sexual relationship, both physical and emotional outside the Biblical covenant of marriage is strictly forbidden. We also believe that God has called us to a standard of high accountability when it comes to the relationships we are involved in with other members of the team and with people outside of our team. With this in mind, we are expected to keep our eyes pure by not viewing pornography, inappropriate media, etc. which contaminate our heart and spirit (Ps 101:3). Also, we will refrain from putting ourselves into compromising situations and from premarital sexual activity.

Social Media

Since you are a visible leader in the church, your online presence and social media platforms are a reflection of the church, whether or not the church is specifically discussed or referenced. If you would not be comfortable with members of leadership reading your words or viewing your photos, do not write or post them. All communication, online or otherwise, should be positive and honoring towards the Church and the Kingdom of God. Please take a moment before you post to think about how it could be received by different audiences.

Sexual Harassment

Cross Church is committed to maintaining a ministry and work environment in which individuals treat each other with dignity and respect and is free from conduct unbecoming of a Christian (meaning intimidation, exploitation, and harassment, including sexual harassment). Anyone who violates this policy will be subject to discipline up to and including removal from the team. Reports of sexual harassment can be reported to a Staff Pastor.

Speech and Conduct

We are loyal to our leadership and protective of one another in unity and to the vision of the church in speech and conduct. In this we live out Matthew 18 by a refusal to gossip. To protect the culture of our team and the church, repeated abuse of gossip will be disciplined accordingly.

REVIEW FOR GROWTH

As a part of Cross Worship, our desire is to help people experience the presence of God in the greatest way possible in all our services. This means that we have a responsibility to continue passionately pursuing the presence of God and living a life that reflects the love of Christ, growing in our areas of gifting and relationally building our worship community.

- We desire to grow relationally as a team, strengthening our worship community, and having a genuine love for people.
- We desire to partner with you in your spiritual journey by bringing extra accountability and discipleship. Please continue to communicate seasons of struggle or hardship to a Staff Pastor.
- One way that we can assist in honing your skills is by reviewing video of past services to look for opportunities for growth
- Our worship associates staff reviews our archived services, so if you receive feedback from someone about your expression or musicianship, know that you are not being singled out. Rather, we believe there is too much value and too much at stake in our ministry to be passive about growing and becoming more excellent in what we're called to do.

EXITING THE TEAM

If at any point you feel led to step down from Cross Worship, please schedule a one on one conversation with the a Staff Pastor.





