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The making of an evangelist

Jarrott, Reginald Edward

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PART II

SECTION C "THE PRACTICE OF EVANGELISM"

CHAPTER 8

CHURCH ON THE MOVE
PART II  SECTION C  THE PRACTICE OF EVANGELISM

CHAPTER 8  CHURCH ON THE MOVE•  (CHURCH CENTRED EVANGELISM)œ

If a church is embarking on CHURCH á-áCENTRED EVANGELISM it should take note of theme set out in The International Conference of itinerant evangelism held in 1983 and 1986 in Amsterdam. This theme was based on the text found in II Timothy 4:5 urging participants to "do the work of the evangelist". In Church Centred Evangelism this passage of scripture should be of special interest to the Pastors. Paul is writing to young Timothy and he says. "But watch thou in all things, endure afflictions, do the work of an evangelist, make full proof of the ministry".

In any sort of evangelistic Church Centred Outreach, the Pastor should be the Pace Setter, whether he is the evangelist himself or whether there is a visiting evangelist.

The aim of every Christian church should be to help penetrate the whole world in our generation with the gospel.

Since 1910 when John R Moh at the Edinburgh Conference sort to enthuse participants and challenge the Christian world by adopting Dr A J Piersons slogan "The evangelisation of the world in this generation".

It is much later now, and it has been pointed out that the Christian church has a passion for UNITY, and has all but forgotten the Lord's Commission to evangelise.

The statement made some time ago is very suitable for church centred evangelism. It goes like this, speaking of the church and evangelism á-á "so to present Jesus Christ to world in the power of the Holy Spirit, that men shall put their trust in God through him, accept him as their Saviour, serve him as their Lord in the fellowship of the church".

In John 4:35 we read "Say not ye these are yet, four months, and then cometh harvest? behold, I say unto you, lift up your eyes and look on the fields; for they are white already unto harvest"

It is a urgent harvest but an under staffed harvest for Matthew 9:37á-á3 reminds us that the labourers are few.

There are many "isms" and "schisms" to battle for the mind of mankind.
The church of the Lord Jesus Christ should join this battle against the evil forces of the world.

It is important to get to know who is in the district; to study their backgrounds as much as it is possible and to seek to meet their spiritual needs. This will help us to determine the type of strategy to be used.

The Pastor should set up pre-a- ácrusade training's of the Church Membership so that they may be as effective as possible their concerted effort to reach the lost.

Both the Pastor and his people should aim to meet 4 areas of life to prepare for this effort viz.

A QÁ(a)Ú Æ”Motive• to Glorify God
(b)that Ú Æ”Spiritual Equipment• should be adequate
(c)that his Ú Æ”Educational Equipment• in outreach preparation both spiritually and technique á-á wise should be adequate
(d)that all should seek to be Ú Æ”Personal Soul á-á Winners•

According to Dr Graham Scroggie "The period covered by the Book of Acts is approximately showing how intense is the activities of this first generation of Church history. Had the later generations of the Church followed the example of the first, the world would have been evangelised 50 times by now".

Dr Gray Allison says the Church of Acts 2 had the following characteristics. An adaptation of this lecture given by Dr Allison shows what a great lesson it is for us.

It was 1.A Ú Æ”Learning• Church
A QÁ2.A Ú Æ”Fellowshipping• Church
3.A Ú Æ”Praying• Church
4.A Ú Æ”Reverent• Church
5.A Ú Æ”Happening• Church
6.A Ú Æ”Sharing• Church
7.A Ú Æ”Worshipping• Church
8.A Ú Æ”Happy• Church
9.A Ú Æ”Praising• Church
10.A Ú Æ”Likeable• Church
11.A Church of Ú Æ”Perennial Evangelism•
The New Testament Church is a good basis for a Pastor and congregation to use as a guide for a 'successful' church.

The church members need to be trained for outreach, and whether it is a visiting evangelist, heading up the outreach or whether it is a local church effort, and the Pastor should guide and set the pace in both kinds of efforts.

The saints need to be put in circulation so that the Christians may help to evangelise the people to get them out of the ghettos of the local situation in many of our churches, where many Christians have little or no control with those 'outside' the church. This closed corporation mentality is a great hindrance to evangelism, because although the church is a family it is meant to spiritually reproduce other Christians, so that there may be a continuation of the Christian church.

The Welsh Evangelist, Rev Ivor Powell, writing on in the Introduction of his book "Don't lose the Fish" (published in 1961 by Marshall, Morgan and Scott) said "Evangelism is the life blood of the church, without it, the assembly becomes an eventide home for the aged, a social club for tired businessmen, a super basketball club for the young. Evangelism brings men and women to Christ; if the church fails to do this great work, inevitably it must die. This then is a book about evangelism. It is sent forth in the prayerful hope that its message might be both stimulating and challenging.

Ivor Powell's statement is a good reminder that evangelism is the task of the whole church.

There is a danger inherent in Seminars and training books on evangelism that we who partake in these exercises seemed to be called to "fulltime preparation". To read many books and seminars on how to swim and/or dive, will do no good until we actually dive in. So it is in studying how to evangelise. This is a point at which we must dive in!

The members need to develop a concern for the lost; for as Dr E J Daniel pointed out there are four things Christ saw in human beings

Their Ú Û“Departure• from God
Their Ú Û“Depravity• in Sin
Their Ú Û“Destiny• in Hell
Their Ú Û“Despair• without a Shepherd
À QA
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We now come to the more practical side of things. In saying this it is not meant to undermine the importance of prayer and planning as practical aspects of evangelism. Admitting that then, what else of a practical nature should be done.

A. Ú "As Regards Geographical and Cultural Requirements."
- Prepare a Responsibility Chart for your Church's Outreach.
- Define Geographical areas of your church's boundaries of concern, use a chart or a map. Work out the areas God put your church there so that it could shine with the gospel message.

(b) Define clearly the Ú "AIMS" of responsibility: á
- Of Members
- To win them to the Saviour
- To help those deciding to grow
- To warn the careless of the peril of neglect

A QAB. Ú "This brings us to the subject of Preparing a Responsibility Roll. (This goes beyond the normal church membership roll)
- Prepare a Responsibility Roll. á á Ú "from"
- Members.

(2) Adherents.

3) Fringe contacts á e.g.
- Parents of Sunday School scholars.
- Parents of other youth groups.
- Not forgetting other young people or older people in the family e.g. sons, daughters, relatives and people boarding there.
- Any other miscellaneous contacts peculiar to your area, e.g. military, migrants, worker hostels, hospitals, prisons, homes, schools, clubs, á á Ú "May need to mark" out age groups and special needs, in the roll.

A QAU Ú "Outline of Responsibility Roll. (Sections such as)
Ú "Prayer Request Name Sex Married or Single Member/Noná-áMember Commencement date of prayer/Date Answered Remarks Special Action"

A QÁCHAPTER 8  CHURCH ON THE MOVE

In preparing a responsibility roll to determine "The Circle of Light" shining from your church the next step should be to find out who lives there and seek to programme around their basic needs.

C. Ú "Note 'Cultural' Areas Within Groups."

<table>
<thead>
<tr>
<th>Economic Level</th>
<th>Ethnic Group</th>
<th>Social Group</th>
<th>Race</th>
</tr>
</thead>
</table>
Would you have any idea of the 'Cultural Mixture' of your district? What problems do these raise? Such as Personal, Transport, Special Literature and Language needs etc.

Where can I get this information? From National, State or City Statistical authorities; from University Statistics Departments; Public Libraries too would be a good area; and places like these in your area. The above mentioned authorities can guide you.

For the Language and Ethnic groups try the Immigration authorities; Consuls, or national representatives; besides those mentioned in the paragraph above.

Note Areas of Commitment etc. and the constant movement in and out of the church and it's "Circle of Light". This would mean an updating of the Responsibility Roll.
CHAPTER 8  CHURCH ON THE MOVE

MOVING IN & MOVING OUT

1. Moving In • The order of progress usually is from 1-5.
   1. Contact
   2. Cultivation
   3. Communication
   4. Commitment
   5. Consecration

2. The movement (in or out) can mean a-
   a. Physical • movement into the district or out.
   b. Spiritual • into fellowship or out.
   c. Service • movement out to 'fields' of service etc.

3. From this type of survey a Church or Group should determine
   • Boundaries.
   • Personnel.
   • Approach to Problems.
   • Equipment, Materials.
   • Overall Programme.

4. This becomes a tremendous field for prayer, and of course should be
   backed by it, having the faith to believe, God hears and will answer our
   prayer.

Take Note of these Scriptures

See: 1 John 5:14
      James 4:3 (a)
      James 5:15 (b) •

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(It is regretted that I am unable to give the necessary credit and
information for my indebtedness for some of the charts and information as
the source is not known)
The Evangelistic Service can play an important part of:

\[ \text{CHURCH CENTRED EVANGELISM.} \]

\[ \text{THE EVANGELISTIC SERVICE.} \]

In order to have a successful evangelistic service run by the local church it becomes necessary to determine the scope of the project planned:

(a) one night only?
(b) a series of nights?
(c) a special focal point of planning?

(a) \[ \text{ONE NIGHT ONLY.} \]
(b) \[ \text{SERIES OF NIGHTS.} \]

Just as the Billy Graham Crusades \[ \text{start with the Christian Life and Witness Classes,} \]
\[ \text{not with the actual Crusade commencement date and} \]
\[ \text{continues through in followá-up including Nurture Groups,} \]
\[ \text{so preparation and followá-up are essential to any} \]
\[ \text{evangelistic service of any size or number.} \]

(i) \[ \text{The Buildá-up before the services} \]
\[ \text{Prayer in groups, private homes, quiet times, at morning tea,} \]
\[ \text{cottage prayer meetings, (see note below) etc.} \]
\[ \text{Survey of people to reach} \]
\[ \text{ways to publicise.} \]
\[ \text{Invitation, friends, relatives, neighbours, `fringe people', workmates,} \]
\[ \text{use visitation, telephone, letter, card, etc.} \]
\[ \text{Welcome them warmly} \]
\[ \text{Plan service in PRAYER saturate it with prayer.} \]

(ii) \[ \text{During the service} \]
\[ \text{Warm, friendly spiritual atmosphere avoid extremes of} \]
\[ `\text{Alexander ragá-time band'} \text{ type (i.e. a `hyped up' type of service to play to march on the emotions so that it becomes emotional) deadness and coldness of the morgue.} \]
\[ \text{Seek Holy Spirit's power} \]
\[ \text{Music should be a fine expression of praising God and} \]
\[ \text{singing with voice and understanding also should be varied} \]
\[ \text{Psalms, hymns, spiritual songs, and Gospel songs.} \]
\[ \text{need a good accompanist sympathetic with aims of service 15 minutes early.} \]
\[ \text{Play prelude to lay foundations for service.} \]
\[ \text{Special choir own and supplemented.} \]
\[ \text{Music Director carefully select} \]
\[ \text{leader of congregational singing} \]
\[ \text{not a `comedian', nor a `smartá-aalec', nor sarcastic, nor} \]
\[ \text{tactless, nor an embarrassment to anybody.} \]
\[ \text{should create a spiritual atmosphere.} \]
The Gospel Singer • á-á must love Christ and souls deeply spiritual and consecrated
know the Gospel
know music

Song Service • á-á part of service Ú Ú”not • a preliminary
on a verse of Scripture (e.g. Eph. 2:8,9).
make singing spontaneous
unison occasionally
choruses, Ú Ú”only • ones with a real message.

“Song Service • á-á part of service Ú Ú”not • a preliminary
make singing spontaneous
unison occasionally
choruses, Ú Ú”only • ones with a real message.

Music in the Invitation • á-á well known songs which
Ú Ú”invite •
if choir used, then it should lead in
sometimes actually sing the invitation hymn
Ú Ú”sometimes • the soloist sing it á-á wholly or
a verse or two of it

Practical hints • á-á Singing is best in a pleasantly warm
Church á-á well lit á-á adequate books á-á
congregation not scattered á-á

Focus activities on pulpit
Invitation needs careful attention
Everyone needs to know arrangements
Move quietly and smoothly.

The Ú Ú”MESSAGE • á-á should be suited to the type of service planned
(will need to pick direct, plain, easily understood
on evangelist who clear in the presentation of truth
has this ability)
doctrines necessary to salvation or deeper
dedication.
an understanding of psychology of
conversion
CHAPTER 8   CHURCH ON THE MOVE

THE EVANGELISTIC SERVICE•  (CONT)

THE INVITATION AND CONSERVATION• will be dealt with in a separate lecture á-á Ú “another facet of the Invitation will be the AFTER MEETING•. (As will suggestions for a Week’s Preaching as an evangelist) See separate lecture with hints for evangelistic preacher in The Local Church scene in particular.

COTTAGE PRAYER MEETINGS•. (For the Evangelistic Service Build Up)

1.No devotional or talk á-á this is a prayer meeting.


3.Ask for names of unsaved to be prayed for ?

4.Give name and address of unsaved to Pastor.

5.Prayer aloud á-á plus times of silent prayer so all may participate.

Urge folks to be determined to see results of prayer á-á (i.e. pray with urgency)

(a)For evangelist, song leader, choir (s), soloist, 
(b)For backsliders, unsaved, 
(c)For minister and church folk, 
(d)for other churches having similar meeting

Close with prayer and benediction.
CHAPTER 8   CHURCH ON THE MOVE

"EVANGELISTIC PREACHING"

THE FOCAL POINT•. An exercise in Organisational `Build Up'.

- "Build-up months•.
- "Follow-up months•.

Focal Point

1  2  3  4  5  6  1  2  3  4  5  6

"Big Brother

and

1. Committees appointed (make list from Yellow Booklet by R Jarrott)
2. Census visitation
3. or Visitation Evangelism

4 Weeks

Inquirers' Bible Study.

(Ú Ú "FOCAL POINT• could be)
(1. A Mission )
(2. Special week-end )
(3. Special meeting-á )
( build up may have)
(to be modified. ) 4  3  2  1

Cultivative

Ú Ú "Counselling•

and Commitment Witnessing
## Steps in Organisation

### Crusade Countdown (6 months)

<table>
<thead>
<tr>
<th>Committee and their tasks</th>
<th>The success of Evangelistic Outreach depends on:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Committee</td>
<td>Prayer Committees and their tasks</td>
</tr>
<tr>
<td>Prayer Committee</td>
<td>1. Prayer Groups</td>
</tr>
<tr>
<td>Publicity and Promotion</td>
<td>2. Publicity</td>
</tr>
<tr>
<td>Visitation Committee (Packá-ááá-áPew Plan)</td>
<td>3. Personal</td>
</tr>
<tr>
<td>Counselling and Follow-up</td>
<td>Invitation and</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>4. Promotion</td>
</tr>
<tr>
<td>Music Committee</td>
<td>5. But above all</td>
</tr>
<tr>
<td>Arrangements Committee</td>
<td>The Power of the</td>
</tr>
<tr>
<td>Transport Committee</td>
<td>Spirit of God</td>
</tr>
<tr>
<td>Young People and Students Committees</td>
<td>working through</td>
</tr>
<tr>
<td>Nursery and Baby Sitting Committees</td>
<td>it all</td>
</tr>
<tr>
<td>Ushers and Reservations Committee</td>
<td></td>
</tr>
<tr>
<td>Welcoming Committee</td>
<td></td>
</tr>
</tbody>
</table>
CHAPTER 8  CHURCH ON THE MOVE

PREPARING FOR AN EVANGELISTIC OUTREACH OR MISSION:

STEPS IN ORGANISATION:

1. Appoint a Crusade Director to work with the Pastor and to relieve Pastor of Administrative burdens. He should be a man of proved ability and spiritual strength.

2. Crusade Executive: Lays down basic policies for the Crusade and includes the Pastor and Director plus 6-9 church leaders.

3. Convener of Committee: Could be some of executive or other people. Should have gifts of leadership and consistent spiritual life. Great care should be exercised in choice.

** Be Careful not to promote anyone beyond their ability. **

The Committees usually needed are listed above.

SMALLER CRUSADES:

Adapt to suit needs:

Either i. No. of Committees
or
ii. One Member Committees so as to involve as many as possible.

4. A Crusade Countdown: should be worked out on this (or adapted).

6 MONTHS TO GO:

1. Appoint Director
2. Choose Committee conveners and Members
3. Seek prayer support (individual and groups)
Especially emphasise at mid-week meeting.
4. Obtain and Distribute Prayer Cards.
5. Promote Crusade to the Church Bulletins, Notice Boards, Regular announcements to departments.
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PREPARING FOR AN EVANGELISTIC OUTREACH OR MISSION• (CONT)

5 MONTHS TO GO• :
1. Pray about suitable people for counsellor training.
   2. Approach them.
   3. Inform congregation and groups further in developing the Crusade.
   4. Continue to recruit prayer partners.
   5. Commence Messages from time to time on preparing for a crusade and enlisting workers.

   e.g.: "Why Evangelism"
   - The Scriptural Challenge to Evangelise.
   - The Spiritual Preparation for Evangelising"
   - The Scope for enlisting workers for Evangelism
     (Or Who should do it ?)
   - The Cell idea as a means of creating a Spirit of Concern (see Dept. for material)
   - "The Passion for Souls"
   - "Who is responsible for the Lost ?"
   - "Saved to Serve"
     (short messages á-á such as children's talks, Brigade Talks, etc. are helpful.)

4 MONTHS TO GO• :
1. Order literature required.
   2. Commence to multiply prayer group: such as Home, Cottage, Ladies, Mealtime, Neighbourhood, men's youth, children's, etc.
   3. Bring all lists of workers (for each Committee) up to date and/or recruit where necessary.
   4. Keep congregations and societies posted on crusade development.

3 MONTHS TO GO• :
1. Spiritual checkup and retreat for Christians. (Could be a day or more).
   - Time spent in á-á prayerful meditations of commands and challenge of scripture á-á of assessing of Christian life, á-á both private and Church. (The Dept. can supply ideas for this or see Sangster's small booklet á-á "A Spiritual Check-
   -up".
   2. Conduct Visitation Survey•. Divide district up á-á prepare maps á-á work out plans á-á recruit more visitors á-á list prospects.
   3. Begin• programme of systematic prayer for visitation á-á of prospect to cultivate friendship. Invite to preá-
   -crusade meetings if thought advisable.

2 MONTHS TO GO• :
   2. Commence Counsellor Training.
   3. commence Early Morning Prayer Meetings at Church and Halfá-ánights of Prayer.
   4. Check arrangements for meeting place, seating, etc. (see check lists at end of book.)
5. Choir Practice of Crusade Hymns á-á Solo and Group Practice, etc. 
6. Intensify Promotion (in and around church.)

Ú Õ”1 MONTH BEFORE• :  1. Begin to display advertising (3á–4 wks. ahead)
  2. Select Counsellors.
  3. Increase prayer intensity.
  4. Half or full night of prayer.
  5. See organisational check list.
  6. Enlist postá–ácrusade workers for followá–áup (using counsellors and others) to act as Big Brothers and Big Sisters.

Ú Õ”2 WEEKS BEFORE• :  1. Begin Intensive Visitation.
  2. Check Transport Arrangements
  3. Check Childminding Arrangements.
  4. Every Committee make final check.
Further development of the organisation is seen a number of areas set out below.

COMMITTEES AND THEIR TASKS

EXECUTIVE COMMITTEE á-á should include PASTOR, CRUSADE DIRECTOR and they should give oversight to the whole Crusade. Possibly Chairmen of Committee if thought wise. All other Committees are responsible to the Executive.

PRAYER COMMITTEE á-á Responsible for CRUSADE PRAYER PROGRAMME.

Some suggestions which should help in organisation are:á-á
- Ladies and Men's Prayer Converts beside Prayer Committee Converts
- District and Zone Prayer Leaders for Cottage and Homes meetings in Zones
- Prayer Posters with Times, Dates and address of Prayer Committee Leaders
- Prayer in existing church meetings so as to cover all areas
- After Church Prayer Meetings
- Morning Prayer and Prayer Breakfasts
- Encourage regular Prayers for meetings in homes á-á have a prayer card printed with suggestions
- Build Prayer force by contacting Christian friends from other churches INTRASTATE and INTERSTATE etc.
- One minute Spots of special Prayer in meeting and services
- PRAYER SLOGANS á-á can be used
- STRESS TREMENDOUS IMPORTANCE of Ú Ú”BELIEVING PRAYER• and find Bible passages on this idea.

PUBLICITY AND PROMOTION COMMITTEE (a)Promotion seeks to build interest Ú Ú”WITHIN• the Church.
(b) Publicity seeks to build interest Ú Ú”OUTSIDE• the Church and publicity is divided into 2 areas:á-á
A QÅ(i)Publicity is Free
(ii)Advertising is paid for
A QÅ(i)Above involves News Coverage by Press, Radio, T.V. or Ú Ú”any• other media in forms of NEWS RELEASES or WELL WRITTEN STORIES about the Crusade Evangelist.
A QÅVisit Editors, News Directors with human interest stories (seek out any Christian or sympathetic Newsmen).
A QÅCo-á-áoperation is a key to successful publicity.
ADVERTISING: Need a BUDGET TO COVER COSTS (This could determine the Scope of your Advertising)

These advertising percentages have been suggested. You may need to alter it according to your access to these media, and what you feel is most important for your area.

- Press 30%
- Radio 20%
- Printed Matter 15%
- Outdoor signs on buses, cars, bridges
- Special Media 10%
- Buses, School bags etc.
- Miscellaneous 10% (ask yourself where there are good spots such as lifts, bus sheds and the like.) (You will need to get permission from authorities in some cases)

In layout of advertising simply, attractiveness, and movement is the key note. Tell the public WHO to hear, WHEN and WHERE.

Determine:
1. Handbills needed
2. Advertisements in paper, radio
3. Posters needed for Church, Boards, Shop Windows, Car etc.
4. Budget for Costs including Sales Tax
5. Blocks of Evangelist for printing purposes (make sure they are the right screen) (check photos too)
6. Slides in Theatre
7. Radio Spots (if possible get some free)
8. Survey the area where most people are or work and this will help to plan the advertising campaign.
9. Step up publicity just before Crusade and during the meetings (2-3 Weeks)

Seek Opportunities for the preacher in Clubs; e.g. Apex, Rotary, also High Schools, Prisons, Primary Schools in Upper Age Groups etc.
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PUBLICITY AND PROMOTION (CONT)

(i) Focus on field of operation
(ii) Bulletins for Church Paper
(iii) One minute promotion in church Services and other Departments
(iv) Interest centre with Crusade information - change regularly
(v) Slogans
(vi) Progress report sheet in Church
(vii) Use Committee Chairman's input
(viii) Weekly or Monthly Crusade Bulletin
(ix) Dinner or Buffet meal to interest V.I.P.s, Civic Leaders etc
(x) Promotion to go right through the Crusade
(xi) Keep all members up to date including sick and non active especially for prayer booking
(xii) List adherents and go through old rolls (of people who are still in the area)

VISITATION COMMITTEE

(i) Compile list of prospects, 'fringe people', adherents backslider members of church
(ii) Enter on a "Responsibility Roll"
(iii) Survey area around church and for prospects to enter
(iv) Divide into sub-areas for visitation
(v) Seek names of Trades people from members. (and addresses if possible)
(vi) House to house visitation
(vii) Special Areas: Parents of School, Brigades and the like.
Plus special members who have drifted
(viii) Business Men
Civic Leaders (men and women). These should merit some special visitation and invitation.
(ix) Cultivate friendship in some way (e.g. outings, fishing trips etc)
(x) Selected visitors (confer with Pastor) should work in pairs, Husband and Wife, Two men, Two ladies (be careful here in night visiting - may need to go with men for protection. Be careful how this is done to save any embarrassment. The same goes for two young people). Try to involve as many church people including regular visitors (see Pastor here). Elderly folk could visit elderly to explain what the Crusade is all about, and thought ought to be given about all age groups (including older children and teenagers) to see if they can visit to invite those of their age.
(xii) Take a leaflet to give. Be well informed on the Crusade. Leave a leaflet at each place visited.
(xiii) A brief session and/or class should be held to co-ordinate the visit and to bring about the best results.

PACK-A-PEW PLAN

Besides all the people trying to invite people every night ......
Reserve certain seats in building

e.g. Nos. 4, 5, 12, 13 (or more seats)
Make out a roster for each night  *  1  9  *
(adapt to suit local circumstances)  **************************

e.g.  SUNDAY  a.m.  The Sunday School  
p.m.  The Deacons  
MONDAY  The Girls' Brigade  
TUESDAY  Men's Society  
WEDNESDAY  Ladies' Guild  
TUESDAY  Men's Society  
THURSDAY  Choir  a team Captain to  
FRIDAY  Boy's Brigade  organise members  
SATURDAY  Youth Groups  both to bring friends  
SUNDAY  a.m.  and to sit with them.  
p.m.  All Groups  

N.B.  The choir night may need some adjustment.

This Group Reservation Plan can be used with great success.

Ú Ú”•COUNSELLING AND FOLLOWÁ·ÁUP•Ú

"The life of a new convert often depends on the counselling and followá·áup given, for not everyone who responds to the appeal is actually "borná·ágain" but rather are "awakened" and need further help."

1. Ú Ú”Appoint Counsellors• (AFTER MUCH PRAYER) consult Pastor here.  
2. Ú Ú”Appoint Advisors• á·á Male and female.  
3. Ú Ú”Selection• Should be made with various age groups; sexes, educational groups in mind. May need a "specialist" sometimes.  
4. Ú Ú”Arrange for counselling classes• weekly from 4á·á6 weeks before crusade.  
5. Ú Ú”In classes• go through counselling and followá·áup techniques and materials.
DUTIES OF THE ADVISOR

(a) The chief advisor should see that enquiry rooms and literature tables are prepared before each meeting. Need adequate stocks surplus handy; Enough chairs? Transport arranged in case inquirer is left after others gone.

During appeal Advisor should signal to counsellors those responding.

Meet each inquirer after counselling and ensure they have an advisor to check on the counselling.

Collect all decision cards and hand in to Pastor.

(b) Advisors should at all times cooperate with the Pastor and chief advisor.

COUNSELLING LECTURES SHOULD BE ARRANGED

FOLLOW-UP

a. Involves:

Feeding ... Jer 3:15
Protecting ... I Peter 5:8
Training ... Col 2:6,7

b. Counsellor: Contact each inquirer 24 hours after the decision made.

c. A Helpful plan:

(i) Pray specifically for those who need the Saviour.

(ii) Make known contacts; get to know them; win their confidence.

(iii) Invite them to hear the Gospel

(iv) Accompany them if they are led to make a commitment.

(v) Stay with them till firmly established.

Share their problems. Pray with them. Assist them to become familiar with the Bible.

(vi) Encourage them to witness for Christ and to win others of their friends for Christ.

d. Four Basic Rules:

1. Read Bible daily.
2. Pray daily & regularly.
3. Witness for Christ daily, by life as well as by word.

4. Attend Church.
e. Be a 'Big Brother' or 'Big Sister' to them by assisting them as follows:

(i) Telling them why they should study the "FOUR BASIC RULES" ABOVE.

(ii) Showing them how

(iii) Getting them started

(iv) Keeping them at it by their arrangement

"IT IS IMPORTANT TO REMEMBER":

(i) Personal help should be given.

(ii) Should be immediate and continuing.

(iii) Plans laid to involve New Christians in a fellowship.

(iv) Discussion of Basic Rules i.e. Bible Study, Church Membership and Attendance, Baptism, Christianity responsibility and Witness, Social obligations.

(For further notes on Counselling see Chapter C12 "Post Natal Care")
Whether outreach effort is on a Large-scale or a Small One. This Committee should go into the Costs.

Costing should at least contain the following:

(i) Responsibilities to Evangelist and his organisation or church.
(ii) Estimated costs for adequate advertising promotion
general expenses unforeseen expenses
(iii) Develop a Budget.
(iv) Determine best way to raise the money. It would be ideal to have money raised before Crusade starts, by recruiting `Share Partners and Donors' and by urging church people to put away a small amount on a regular basis in the months preceding the Crusade. This avoids some of the objections re: money, raised by those outside the church.

Arrangements for Handling Finance

Appoint someone to handle the money by collecting and counting it. May need a safe (if a Big Crusade).
Bank as soon as possible.
Don't forget monies from Book stalls, Badges, Hymn Books.
See ushers to see if all money is in for counting etc.

Music Committee

A small but very important Committee with the task of providing inspiration and `atmosphere' and challenge through the ministry of music.

(i) Arrange for best possible music.
(ii) Use variety of items: vocal, choral and instrumental of the best possible quality.
(iii) Enlist organist(s), pianist(s), choir(s), (your own or somebody else's) groups, solos, sometimes a monologue of poem.
(iv) Needs are a Conductor stand, Rehearsals, Good Song Leader, (if team not bringing one adequate music and instruments) Musicians at instruments well before starting time.
(v) If a song leader not in the evangelists team need to appoint a warm hearted, spiritual filled, proficient one.
(vi) Seek a preview of hymns to be used.

Arrangements Committee

This important Committee is responsible for the detailed arrangements of the Crusade meeting place each night.
The arrangements are:

(i) Seating Facilities
(ii) Lighting – adequate for reading, avoiding glare or dimness.
(iii) Public Address System – adequate for pulpit, choir organ, piano and soloist. Check before each meeting on ‘T.V.’ as lapel microphone is best?
(iv) Platform Facilities – size of speakers platform adequate; desk of reasonable size, approx 24” x 14”. Speaker clearly seen no shadows in face – Piano and organ quality instruments in tune with one another – sufficient chairs on platform for participants, and hymn books on each seat used.
(v) Decorations – drapes across front of platform. Freshly cut flowers, a fern or pot plants. Large sign across back of platform, with a suitable scripture or the like.
(vi) In large or closely packed crowds it is advisable to have first aid facilities – a St Johns Ambulance Man, Nurse, or Doctor.
(vii) Choir – on tiered section and on platform if possible
(viii) Transport – for team (a special transport arrangement apart from general transport facilities for aged, infirm etc.
(ix) Tape Recording Facilities – Tapes for sale need to meet copyright requirements. Photos for publicity on records of the Crusade. Check each meeting roster for operator to be there. Need well produced photo, suitable for printing – ask advise of a printer.
(x) Some General Duties – See “ushers” are there in good time and arrangements should be checked every evening or before any meeting and especially P.A. System, Microphones, Lighting, Seating, Hymn Book numbers and Platform Seating with hymn books ready on each seat. Don’t overlook daytime meetings scheduled for venues. Ventilation and comfortable temperatures of the venues should not be overlooked.

The arrangements chairman or Committee should check with the Evangelist and Pastor from time to time, and should watch out for anything that can be improved.

Also, “rooms for the ushers; the prayer group; and a counselling room should be arranged. Check with those Committee chairmen. Arrangements should be made and covered with much prayer.

Finally. this Committee is responsible for the smooth running of the meeting and has been prepared well for each function, but also that the ushering and floral arrangements are fresh for each meeting.

Badges may need to be supplied to Choir members, ushers, counselling etc. Arrangements Committee should check with other Committee chairmen on needs, and determine who should provide what.

TRANSPORT COMMITTEE

A. Arrange Transport where required
B. Areas to note – Besides TEAM SPECIAL TRANSPORT needs for each meeting day or night.
   (i) Visitors requiring transport
   (ii) Aged Folk
   (iii) Invalids (Seek arrangements committee for special spaces for wheelchairs and preferably reserve seat near the platform.) (Deaf should be shown into Deaf aid section
   (iv) Very young people
   (v) Church people without adequate means of transport
   (vi) Enquiries from counselling room and counsellors (especially those who are kept late)
(vii) Check on Special Transport needs of evangelist and team for every meeting both day, night and when they are all separate venues (e.g. High Schools or Service Clubs and the like). The chairman will need to liaise on this with both the evangelist and team and the arrangements committee chairman.

A "Special Note\:" In planning, it is necessary that "every step of the route\:" to be taken is planned by this Committee, from pick up and return. Don't forget after the meeting too, to transport the team to their home. Planning may also need to be taken for transporting visiting musicians, so liaison with Music Committee and Arrangements Committee is essential for a place to sit, both before and during meeting.

A (viii) Liaise with Visitation Committee chairman every night to keep a check on those promised transport to the Crusade.

(ix) Make sure there are adequate cars and drivers for every meeting held.

(x) Pick up and take home visitors from a specified pick up point. This also applies to team, counsellors, counselled needing transport, and will require liaison with Arrangements Committee to avoid overlap or breakdown in arrangements.
CHAPTER 8  CHURCH ON THE MOVE

"YOUNG PEOPLE AND STUDENTS"

In appointing this committee it is essential to involve the young people as much as is possible.

"Steps to take"

(i) "Prayer" for Youth inside and outside the church.
(ii) Compile list of prospects (don’t forget High School and Uni friends, and workmates).
(iii) Visit and invite (a) to Preá-Crusade Rallies (b) outings (c) finally to the Crusade
(iv) Arrange to bring them especially if they need transport.
(v) Note any special pockets’ or areas of youth e.g. Scouts, Football Clubs etc.
(vi) Engage in distribution of literature, banners, posters.
(vii) See that advertising and promotion is done on both outside and inside notice boards.
(viii) Aim for Preá-Crusade Youth Rallies to build up interest.
(ix) Try to work "PACKA-APEW" plan as set out earlier in this Chapter Church On The Move.
(x) Arrange for Bará-Que before Crusade meeting (Youth Night) STUDENTS SHOULD BE ESPECIALLY PLANNED FOR.
(xi) If you don’t have top line talent for Preá-Crusade Rallies borrow some from elsewhere.

"NURSERY AND BABY SITTING"

Appoint a Committee to care for young children to free parents to attend meetings.
(i) "A Nursery at the venue" may be staffed or improvised liaison with Pastor and Arrangements Committee on suitable area.
(ii) Baby Sitters in homes á-á where nursery does not meet needs.
(iii) List a panel of baby sitters or nursery attendants with a roster for service. Liaise with Visitation Committee for names of people visited and need help in (i) or (ii) above.

"THE PANEL MUST BE MADE UP OF CAREFUL AND THOROUGHLY RELIABLE PEOPLE". Check with the Pastor in this area, and get his advice on those on the Panel list.
This Committee has an important task and should work in with the Arrangements Committee. It is necessary to study the GROUP RESERVATION or "PACK-a-PAW-Pew" plan set out in this chapter previously. These are keys to "Building a good sized crowd".

(i) Make sure there is room for visiting groups as set out in PACK-a-PAW-Pew plan.
(ii) The seats so held for special groups are to be occupied 15 mins beforehand (then they will be opened for anyone attending the meetings). The only exception here is a phone call from the group leader saying that they have been held in traffic problems: transport broken down temporarily or like problems) Chairman of Ushers should decide on action to be taken.
(iii) Group Reservations is usually the "PACK-a-PAW-Pew" plan on a large scale of say 20 or more Groups.
(iv) Check on Hymn Books for each meeting (day or night)
(v) Have meeting place open 30 minutes before starting time and all ushers rostered on the job 20 minutes before. Need a Chief Usher to oversee arrangements are carried out, because "anybody's" business is nobody's business.
(vi) Have sufficient backup of Ushers, to cover absence, illness, family responsibilities.
(vii) Arrange for counted offering and see that money is handed over to person responsible for finance chosen by Finance Committee. "Do not forget money from sales of books, cassettes, videos. This needs to be counted and handed over too.
(viii) Show people to seats (if necessary) and avoid crowding if possible.
(ix) Pick up books and lost property after meeting. Have place to put lost property and arrange for an announcement to be made at next meeting.
(x) In big meetings Ushers should wear a badge or ribbon or something to identify them.
(xi) They should be chosen for their courteous behaviour and avoid those who become 'bouncy' because of their special position in the meetings.

General Notes. The Ushers will need a room with space for storing hymn books and lost property, and a table for counting monies. This room should only be available to the ushers or anyone else who they appoint or needs to be there.

In recruiting ushers as a general rule one usher for every 50 people sometimes may need more because of peculiar circumstances.

Collecting offering cups good idea to get the offerings over quickly after counting, offering to go to Finance representative with amount on a paper slip for checking purposes.
'regulars' in any local church meetings. They then should be able to identify the strangers; welcoming them, ensure they have a hymn book; arranging for ushers to take them to a seat and to generally make them feel at home.

GENERAL HINTS FOR MEETINGS

- Maintain a warm, friendly, live, spirit filled atmosphere.
- Let the meeting be bathed in prayer (before, during and after).
- Keep the music bright, yet restrained, seeking to obey the scriptural injunction that it should be with the voice and the understanding also.
- Use meetings for daytime seeking to make further outreach among women's groups and those not able to attend at night.
- Family nights and children's outreach should not be overlooked.
### SKELETON OUTLINE OF MISSION MEETINGS

#### Type of Services used in Crusades based on starting times at 7.30 p.m.

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.15 p.m.</td>
<td>Slides before Service to interest people.</td>
</tr>
<tr>
<td>7.25 p.m.</td>
<td>Start praise Service to interest people.</td>
</tr>
<tr>
<td>7.30 p.m.</td>
<td>Praise Service</td>
</tr>
<tr>
<td>7.45 p.m.</td>
<td>Choir or Item Praise (Stand for Hymn)</td>
</tr>
<tr>
<td>7.50 p.m.</td>
<td>Prayer</td>
</tr>
<tr>
<td>7.55 p.m.</td>
<td>Hymn</td>
</tr>
<tr>
<td>8.00 p.m.</td>
<td>Announcements &amp; Offering</td>
</tr>
<tr>
<td>8.05 p.m.</td>
<td>(Item or Testimony) Hymn (1 or 2 verses only)</td>
</tr>
<tr>
<td>8.15 p.m.</td>
<td>Prayertime</td>
</tr>
<tr>
<td>8.25 p.m.</td>
<td>Bible Reading</td>
</tr>
<tr>
<td>8.30 p.m.</td>
<td>Hymn</td>
</tr>
<tr>
<td>9.00 p.m.</td>
<td>Meeting no later than Item</td>
</tr>
</tbody>
</table>

#### IF NO FILM USED

- No more than 40 mins.

#### IF A FILM IS USED

- 9.00 p.m. if film is 30 mins.
Message

(Sometimes an appeal solo)

Ü Ü"NOTES":

1. Any film used over 40 mins. would need a Film Service design with only a few words to follow up.

Ü Ü"This SHOULD BE USED RARELY".

2. Leadership of Meeting usually shared by arrangement.

(Finish by 9.00 p.m. possibly earlier)
CHAPTER 8 CHURCH ON THE MOVE

"PREÁ-ÁMISSION MEETINGS IDEAS TO AWAKEN INTEREST IN COMING MISSION•∞

Evening Service is preferable.
Some months ahead (for at least once a month).
Preá-ÁMission meetings are advisable. these build interest and help to get the outsider interested.
Ú "YOUTh NIGHTS• such as "Spotlight on C.E., B.Y.F., etc."

"Friendly Hour for Youth" (with parade of groups.)
"Victorious Youth"
"Musical Ministry"
"The Church of the Future"
"The Youthful Christ"

Youth should take a fairly large part in such meetings and on occasions, visiting Christian Youth used.
Ú "YOUTH RALLIES•: Saturday nights feature coming Evangelistic drive to build up interest: "House Parties"
Ú "EDUCATIONAL MEETINGS•: Tea Table Talk and discussion on urgent need for evangelism. (for all ages but especially as a "Coaching Squad" for youth)
Ú "MEN'S MEETINGS•: Giving experience in Evangelism using members & outside workers and discussing the urgent
Ú "WOMEN'S MEETINGS•: task of Evangelism.
Ú "SEMINARS•: Laymen's or Leaders Group etc.
Ú "HALF NIGHTS OF PRAYER•: Subjects á-á "Need of the World"

"The Working of God's Spirit"
Ú "EVANGELISTIC NIGHT•: During a week or weekend, when a film and discussion on Evangelistic outreach and purpose could be given.
Ú "INVITATION OR GUEST NIGHT !!!"•
Church members urged to invite someone. (Usually 4th Sunday nights)

These months can be reduced or altered .... Need to be checked with actual nights to be used in Crusade.
The months set out below are for a series of specials throughout the year, but can be adapted to meet needs in Crusades.

February: People's Night and instrumental use people of the church.

March: Education Night, students to take part.

April: Story of Christ in Music, Palm Sunday and Easter music.

May: International Night, use migrants; hymns by overseas composers. "Migrants' Sermon"

June: Prophecy and Second Event Night, Fulfilled and unfulfilled prophecy

July: Variety and Harmony Night, Recitations; choral vocal; instrumental; sermon Story of a great hymn.

August: Harvest Thanksgiving Night

September: Instrumental Night, Songs of Fanny Crosby by an orchestra/choir.

October: Songs of great revivals and evangelistic crusades. Testimony of someone converted in a Crusade.

November: Testimony Night, "Why I Am A Home Missionary"

December: Christmas in Music Night.
CHAPTER 8  CHURCH ON THE MOVE

SUGGESTED TYPES OF MEETINGS FOR ACTUAL MISSIONS

Other ideas we can discuss together:

Meet the Missioner ... Quiz group asking questions re work, family etc. ...
... House Party Nights ... Film Evening ... Bible Exhibition á-áFilms B.
& F.B.S. ... Musical Evening featuring music, vocal, instrumental ... Questions and Answers plus film á-á questions handed in previously ...
Family Evening á-á Special Children's Film ... Teenage Rally á-á
Orchestra á-á film for Teenagers ... Visitors' Night á-á (visiting artists) ...
... Neighbours, Friends and Relatives Night ... Students' Night á-á
... testimonies by students ... Medical Night á-á Doctors, Nurses, etc.
... Men's Night ... Trade Union Night ... Missionary Night á-á Film ...
Operation Teenager ... Migrant Night á-á (international night) ...
Operation Outreach Night ... Society Night (in certain areas) ...
A special night to cover the needs of all types of groups.

A FINAL IMPORTANT THOUGHT

Committee chairman should lead Committees in checking regularly on committees duties set out in order to keep everything ticking over on schedule.