

# Worship Team Leader Weekly Checklist

## QUICK OVERVIEW:

- **PRAY** & Connect with James or Kristi regarding any specifics for service
- **SELECT SONGS** (I.E. Song at end of service?)
  - Go to: [songselect.ccli.com](http://songselect.ccli.com)
  - Login: [machurch@machurch.net](mailto:machurch@machurch.net) | Pass: jesus saves
- **CONTACT YOUR TEAM (E-mail or text)**
  - See: Worship Team Contact List if you need contact info
  - [www.machurch.net/worship](http://www.machurch.net/worship) | Pass: Colossians3:16
- **PRINT SONGS**
  - Yourself or contact Kristi at [kkoepp@machurch.net](mailto:kkoepp@machurch.net)
- **SLIDE PREP**
  - E-mail Kristi by Wednesday the week you serve
  - Give Krist: Song Name | Song CCLI # | Order of song (vs1, ch1, vs2...etc)

## DETAILED OVERVIEW:

### • PRAY

- It may seem crazy to put this at the beginning and you may be thinking, “Of course I will pray about it Wes!” Maybe it’s just me...but I’ve found that prayer is one of the first things that comes under attack when leading. The old adage, “If the devil can’t make you sin...he’ll make you busy” holds a lot of truth. I have found that when I get busy, it is typically prayer that goes...and if prayer goes...then so does our dependence upon Christ as our source for all things.
- ‘The prayerless leader is the one who trusts in himself’ is a convicting quote...so are Jesus’ words in John 15:5 “...apart from Me you can do nothing.”
- Pray about how you can lead worship this week that is Christ centered:
  - *“Let the word of Christ dwell in you richly, teaching and admonishing one another in all wisdom, singing psalms and hymns and spiritual songs, with thankfulness in your hearts to God.” - Colossians 3:16*

- **SELECT SONGS**

- **Access Song charts at:** <https://songselect.ccli.com/>
  - Login: [machurch@machurch.net](mailto:machurch@machurch.net)
  - Password: jesussaves
- Think through the words you are having people sing during the set as a whole.
- Some songs serve better in the beginning of the set, or the middle, or the end. For example, “Come Thou Fount” serves well at the beginning of a set as the words in the beginning of the song are a prayer inviting God to help us sing His praise. Putting this song in the middle or end of the set doesn’t make as much sense.

- **CONTACT YOUR TEAM (E-MAIL or TEXT)**

- For Worship Team Contact Info and team schedule go to:  
<https://machurch.net/worship>
- Password: Colossians3:16
- Send your team a note and include songs for Sunday, practice time, team serving for that Sunday.

- **PRINT SONGS**

- You can print song charts on your own and bring them to practice...or e-mail Kristi and ask her to print them for you and put them in binders for Sunday morning.
  - Kristi’s e-mail: [kkoeppe@machurch.net](mailto:kkoeppe@machurch.net)

- **SLIDE PREP: E-MAIL Kristi Order of Your Songs**

- Kristi preps our slides for Sunday morning. Make sure to thank her for doing this important job in your e-mail! 😊
- E-mail Kristi at [kkoeppe@machurch.net](mailto:kkoeppe@machurch.net)
- Give Kristi the following information for slide prep:
  - Song Name, Song CCLI # (found at the bottom of each chord chart),  
Order of song (I.E. Vs 1, Ch1, Vs2, Ch1, Bridge, Ch2, Ch2)