

HCC *Worship*
TEAM HANDBOOK



WHAT WE BELIEVE

“The worship ministry of Harvest Community Church exists to glorify God and lead our community in times of Christ-centered corporate worship.”

1. We fully submit to the authority of the Bible

The way we live and the way we worship, privately and corporately, is all in obedience to God's Word.

2. Jesus is the center and the only recipient of our worship

This cannot be exaggerated or overstated.

3. We are completely dependent on the Holy Spirit

The Holy Spirit empowers us for every good work.

4. We are all leaders

Every team member leads from their position regardless of their title.

5. We are friends and need each other

We look for ways to serve and uplift each other.

6. We are not moved by applause or criticism

While we are here to serve our community their responses do not affect our hearts of worship.

7. Character and attitude over talent or skill

Our abilities matter but our hearts matter more.

8. We will always give our very best

The God we serve and this community that we love deserve our best efforts.

LEADERSHIP COMMITMENT

The same goes for those who want to be servants in the church: serious, not deceitful, not too free with the bottle, not in it for what they can get out of it. They must be reverent before the mystery of the faith, not using their position to try to run things. Let them prove themselves first. If they show they can do it, take them on. No exceptions are to be made for women—same qualifications: serious, dependable, not sharp-tongued, not overfond of wine. Servants in the church are to be committed to their spouses, attentive to their own children, and diligent in looking after their own affairs. Those who do this servant work will come to be highly respected, a real credit to this Jesus-faith.

1 Timothy 3:8-13 The Message

A Harvest Volunteer

- Is sincere, worthy of respect and a good reputation
- Has a genuine desire to to serve and minister to other people
- Leads, motivates, and teaches other people
- Creates positive group dynamics and resolves conflict within the group

TEAM CULTURE

On this team, you'll experience more than just rehearsals and setlists—you'll experience family.

We worship hard, laugh often, and carry each other through both joy and challenge. Our goal isn't just to sound good; it's to be a spiritually healthy, relationally strong, and joy-filled team that makes space for God to move.

Here's what you can expect:

- A Place to Grow: Spiritually, musically, relationally. You'll be encouraged, challenged, and supported.
- Real Friendship: This team isn't just functional—it's relational.
- Shared Responsibility: Everyone carries weight. Everyone contributes.
- A lot of laughs: Mistakes happen. Rehearsals get messy. But we keep going—with joy.

This team exists to glorify Jesus, love each other well, and create space for our church to encounter God. *If that lights something up in you—you're in the right place.*

ALIGNING VALUES

Grateful Hearts. We have a lot to be thankful for and see serving in this place with these people as an incredible privilege.

Assume the best. We love our teammates enough to assume the best of them, even if they didn't show up like we thought they should.

Seek clarity. Whatever your question or whatever the issue, bring it up! Ask for clarity sooner than later so we can all stay moving forward together.

Serve the moment. Every moment of our services is full of potential. Our goal is to serve each individual moment to the best of our ability.

Laughter will be our first reaction. Mistakes will happen and we will have to make corrections but we will laugh while we do.

Adaptable is our middle name. It is a privilege to serve our pastors and church leaders. We look for opportunities to lend to their preferences.

Listen a lot. This is a group of creative, intelligent, capable people who have a lot to offer. Show up ready to listen.

SCHEDULING

Planning Center

All the scheduling is done by Charise for both tech and band members via Planning Center. You will be scheduled to serve based on your provided availability. When you will receive a notice via Planning Center, which is where you will also get access to all necessary resources and information. *Planning Center is your friend.* Please make sure you know how to access your account and are receiving and responding to notifications. If you need any help with Planning Center please notify Charise ASAP.

Blockouts

As a reminder, blockout dates in Planning Center are a key tool for scheduling. Please use them to mark any Thursday rehearsals or Sunday mornings when you're unavailable. This helps us plan ahead and build the schedule with accuracy and ease.

The Weekends You Serve:

- Thursday Rehearsal: 7:00 – 8:30pm
 - 6:30 – 8:30pm for vocalists
- Sunday Sound Check: 7:00 – 7:45am
- Pre-Service Circle Up: 8:05am, 9:20 am and 10:50am

Emergencies

If you have an emergency and are no longer able to be on the team during your scheduled week please notify Charise as soon as possible.

THURSDAY REHEARSAL

Thursday nights are the best nights 😊

CALL TIMES

VOCALS - 6:30PM

TECH - 6:45PM

BAND - 7:00PM

SCHEDULE

6:30PM - 7PM VOCAL
REHEARSAL

7PM - 7:10PM BAND SETUP /
WATER BREAK

7:10PM - 7:20PM TEAM TIME

7:20PM - 7:25PM TALK
THROUGH

7:25PM - 8:30PM RUN
THROUGH ORDER OF SERVICE

TEAM ETIQUETTE

We are a team of friends who enjoy being together. Our rehearsals and sound checks are playful, fun AND productive. In an attempt to respect everyones time and keep our team on the same page, we have the following rehearsal rules.

1. **SHOW UP ON TIME**

Please show up on time and ready to go at your call time. If life happens and you are going to be more than 5 minutes late please text Charise your ETA so our team can adjust accordingly.

2. **NO CELL PHONES**

If you have an emergency, of course, use your phone. But by-and-large when we are together for a sound check or rehearsal, please keep it put away.

3. **NO FIDDLING OR TALKING BETWEEN SONGS**

Our time together is precious! Please help everyone stay focused and on the same page by refraining from playing your instrument or chatting during lulls in rehearsal.

WHAT TO WEAR

Dress Code

Our church values a relaxed, welcoming atmosphere, and we want that same spirit reflected on stage. Comfort matters, but so does intentionality. Wear clothing that is clean, modest, fits well, and lets you move freely without having to adjust or pull at your clothing during worship. When we're on stage, we represent both our team and our church family—so let's look our best together.

✓ YES

- Wear clean, comfortable & well fitting clothing
- Choose solids and simple patterns
- Use layers, cardigans, denim and bomber type jackets
- Long pants like jeans, chinos or dress pants
- Clean sneakers, boots, flats, etc.

✗ NO

- Sleeveless tops
- Skirts or dresses above the knee
- Shorts
- Flip Flops
- Nothing see through or skin tight
- T-shirts with large distracting logos or writing

Occasionally, for holidays or special Sundays, we may ask for an elevated dress code. We'll let you know in advance so you can plan ahead.

STAGE PRESENCE

Stage Presence

Be authentically engaged in God's presence while remembering that others are looking to you for leadership. Your body language powerfully shapes how our church experiences worship. We're intentional about using facial expressions and movements that reflect genuine worship and invite our community to engage alongside us.

Do's

- Stand tall and relaxed— smile & look confident.
- Match your body language to the energy of the song (hands lifted, clapping, gentle swaying, etc.).
- Keep your focus forward.
- Stay engaged even when you're not singing or playing lead.
- Handle mistakes with grace—keep going and stay focused on Jesus.
- Plan ahead how you want to carry yourself on stage—think about posture, movement, and how you'll engage before the service starts.

Don'ts

- Avoid fidgeting or looking down at the floor.
- Don't over-exaggerate movements or act like you're "performing."
- Don't disengage during instrumental sections.
- Don't draw attention to mistakes.
- Don't let your head go on a swivel when the MD or sound leader talks in the talkback mic—trust the leader to handle it and stay present with the congregation.

Remember: your confidence and authenticity on stage give the church permission to engage freely in worship. Even when things don't go perfectly, your calm, joyful leadership points everyone's attention to Jesus.

HELPFUL DEFINITIONS

Practice is personal preparation done by each team member to learn songs, parts, and whatever else they need to know to operate well in their role, prior to Thursdays rehearsal.

Rehearsal is for our team to spend time cohesively putting together all that we have individually practiced. It is also a night for our team to connect relationally. We will go over service flow, transitions, songs and whatever other service elements need attention. We treat Thursday night as if it is the first service of the weekend.

Sound Check happens on Sunday morning at 7:00am. This time is a final check that all instruments, equipment and gear are working properly. The band will play through however much of the set there is time for but may not play through it entirely. This is not meant to be a final rehearsal but a check that everything is functioning properly. We will lend more to the needs of the tech booth than the stage and will end sound check with all team prayer.

Pre-Service Circle Up. This is for the band and happens 10 minutes before each service start time. We meet in the back hallway to have one final check in together, pray, and yell "Jesus!" before we head out on the stage to start service.