

Music Procedures

The purpose of Music is to promote the walk by providing music during team worship services and for the entire Emmaus weekend. Music is a vital part of the Emmaus experience. It is not a performance but humble servanthood as part of a team effort in God's service.

This guideline gives you general information and a checklist/timeline to help you accomplish your service.

GENERAL INFORMATION

There are three primary areas that the musicians work for a Walk Weekend: Conference Room, Chapel and Dining Hall. Their purpose in each place is slightly different.

Conference Room:

The primary job of the musician in the Conference Room is to help the Pilgrims form a cohesive group. This means that the songs in the Conference Room need to be songs easily sung by the Pilgrims (praise choruses, hymns). The strongest singer among the musicians needs to sing melody in order to support the Pilgrims. The Conference Room is not a time for the musicians to perform, but rather to interact with the Pilgrims. Selecting songs from the Emmaus songbook is strongly encouraged. Teaching new songs is definitely permitted, but the number of new ones should be limited. If you plan to teach a song which is not in the Emmaus songbook, you must provide 65 copies of the music and/or lyrics.

The second reason for the musicians in the Conference Room is to support the Assistant Lay Directors (ALDs) in time management. This may mean the only song done is the speaker's song or it may mean you will have to come up with two or three unplanned songs. This area calls for the greatest flexibility. Be alert and open to the ALD needs and be willing to assist in areas other than your Music responsibilities.

Thirdly, you should make your team available to assist the Pilgrims with music for their skits. If you do this, keep track of who makes the requests and be ready when this table goes up front to make their presentations. Being ready will cut down on the amount of time required to accomplish the skits.

You will be given a list of "Speaker Songs". These songs should be sung as the speaker prepares to enter immediately before singing *Alleluia*. Do not identify this song as the speaker song or call any special attention to it. Just be sure it is the last song before *Alleluia*. The process is: general singing, Speaker Song, ALD lights the candle, *Alleluia* is sung while speaker enters.

It is intended there be no applause after any of the talks. You should set the routine of singing *Alleluia* instead of applauding. You will teach *Alleluia* Friday morning and be prepared to

immediately sing it when the talk is finished. Do not, however, sing after the first (Priority) talk. Begin singing *Alleluia* after the second talk.

Chapel:

Always enter the Chapel with reverence. There may be a Pilgrim or a table of Pilgrims using the Chapel.

Chapel services are the responsibility of the Spiritual Director. To enhance these services it is traditional to have special songs by the musicians. Songs to be sung should be a joint decision between the Spiritual Director, the Lay Director and the musicians.

There need to be two praise songs that are easily sung by the community at the start of Candlelight. If additional musicians are used at Candlelight, the musician working the whole walk or the one appointed for Candlelight is the person who should do all of the speaking. **During the offering and communion for Candlelight and communion for Closing the musician is responsible for providing background music.** These can be worshipful prayer songs for the whole community to sing or specials by the musicians. If there are special musicians for Candlelight other than those working the whole walk, please insure they understand the responsibilities for Candlelight music.

There is a **lamp** that can be utilized on the back podium. Ask the Worship chair to locate this. A **keyboard** is available should you choose to use it. It is located in the Servant Heart storage room adjacent to the Refreshment Café on a shelf in the back right-hand side of the room.

It is advisable for the music leader for the Walk to Emmaus to visit the site of the event and have first-hand knowledge of the buildings, equipment (piano, organ, etc.), and location to be used for worship experiences. Check with your Lay Director and Spiritual Director for anything special he/she may like for you to do during the weekend.

Dining Hall:

The musicians must teach and lead the blessing songs. *Pilgrims should not be required to sing for their meals before entering Dining Hall.* The ALD will be certain food is ready before leaving for the Dining Hall so they can have immediate entry.

Team Meetings: The musicians are expected to attend all of the team meetings to help build the team community, provide music for the team worship services, and practice music with the team. The music leader should feel free to use a variety of media, such as guitar, piano and rhythm instruments.

CCLI Report: **This report is required to comply with copyright regulations.** During the Walk weekend record the number of times each song from the Emmaus Songbook was sung. List any other songs sung where music was copied for this purpose. A listing of the Emmaus Songbook is provided for your convenience. It is to be used as your report and given to the Board member responsible for Music at the close of the Walk Weekend.

Board Representative Coordination: The Board Representative responsible for this area of service will contact you before the walk to answer any questions and give you guidance. Additionally, the Board Representative will do a follow-up after the Walk to document any

recommendations, concerns or general comments regarding the Walk. This important communication will insure that all aspects of the Walk are performed according to the Upper Room model and that any necessary issues are promptly addressed.

Speakers Prayer Chapel: Team members are invited to the Speakers Prayer Chapel to pray with the speakers as time allows in the schedule. This should be coordinated to be sure all team responsibilities are covered.

Meals/Lodging: BE SURE to pay Registrar for meals and housing prior to the Walk weekend.

PROCEDURE ORDER FOR TALKS

- ❑ Speaker in Prayer Chapel
- ❑ Ring Pilgrims into Conference Room
- ❑ Select new secretaries and change seats
- ❑ Sing until Speaker is ready
- ❑ Sing Speaker song
- ❑ Light Candle – Assistant Lay Director:
 - With a clean sheet of paper, high idealism, the spirit of cooperation and charity, pen in hand, prepare for the next talk which will be given by a *layperson/member of the clergy*.
- ❑ Sing *Alleluia*
- ❑ **TALK**
- ❑ Sing *Alleluia*
- ❑ Turn off lights
- ❑ Silent meditation *2 minutes*
- ❑ Discussion *15 minutes*
- ❑ Summary *5 minutes*
- ❑ Posters *20 minutes*

THANK YOU FOR SERVING THE LORD.

4/25/09 Update implements compliance changes from Upper Room Training session
8/16/12 Updated Thursday Night film title
2/1/14 Updated to ensure times consistent with the Weekend Schedule

The **CCLI report is required** to comply with copyright regulations. During the Walk weekend record the number of times each song from the Emmaus Songbook was sung. List any other songs sung where music was copied for this purpose. A listing of the Emmaus Songbook is provided for your convenience.

Servant Heart Emmaus Songbook Index

Give to the Board Rep at the end of the Walk Weekend

Servant Heart Emmaus Walk # _____ Dates: _____

CCLI Report by: _____ (Music Chairperson)

CCLI # 2527028

SONG	PAGE	Sung during the weekend (number of times)
ABBA FATHER # 1	1	
ABBA FATHER # 2	1	
ALLELUIA	2	
AMAZING GRACE	2	
AS THE DEER	3	
BECAUSE HE LIVES	3	
BEHOLD WHAT MANNER OF LOVE	4	
BE THOU MY VISION	4	
BIND US TOGETHER	5	
BREATHE ON ME, BREATH OF GOD	5	
CHANGE MY HEART, O GOD	6	
DAY BY DAY	6	
DO LORD	7	
EMMANUEL	7	
FATHER I ADORE YOU	8	
FREELY, FREELY	8	
(The) GIFT OF LOVE	8	
GIVE THANKS	9	
GLORIFY THY NAME	9	
GOD IS SO GOOD	9	
GRACE GREATER THAN OUR SIN	10	
HALLELU, HALLELU	10	
HAVE THINE OWN WAY, LORD	11	
HAVE YOU SEEN JESUS MY LORD?	11	
HERE I AM LORD	12	
HE IS LORD	12	
HE'S GOT THE WHOLE WORLD IN HIS HAND	13	

SONG	PAGE	Sung during the weekend (number of times)
HIS NAME IS WONDERFUL	13	
HOLY GROUND	14	
HOLY IS THE LORD	14	
HYMN OF PROMISE	14	
HUMBLE THYSELF	15	
I AM LOVED	15	
I AM THE CHURCH	15	
I HAVE DECIDED TO FOLLOW JESUS	16	
I LOVE TO TELL THE STORY	16	
I LOVE YOU LORD	17	
I LOVE YOU WITH THE LOVE OF THE LORD	17	
I WILL CALL UPON THE LORD	17	
IN HIS TIME	17	
IN REMEMBRANCE	18	
I'VE GOT THAT JOY, JOY, JOY, JOY	18	
I WANT TO PRAISE YOU, LORD	18	
I WILL ENTER HIS GATES	19	
JESUS IN THE MORNING	19	
JESUS, JESUS	19	
JESUS, LORD TO ME	20	
JESUS LOVES ME	20	
JESUS, NAME ABOVE ALL NAMES	20	
JESUS, REMEMBER ME	20	
KUMBAYA	21	
LET US BREAK BREAD TOGETHER	21	
LET'S JUST PRAISE THE LORD	21	
LORD, BE GLORIFIED	21	
LORD, I LIFT YOUR NAME ON HIGH	22	
LORD OF THE DANCE	22	
LOVE LIFTED ME	23	
LORD YOU ARE MORE PRECIOUS	23	
MORNING HAS BROKEN	23	
MY JESUS, I LOVE THEE	24	
MY TRIBUTE	24	
OH, HOW HE LOVES YOU AND ME	24	
OH, HOW I LOVE JESUS	25	
ONE BREAD, ONE BODY	25	
ONLY JESUS	26	

SONG	PAGE	Sung during the weekend (number of times)
OPEN OUR EYES	26	
OUR GOD IS AN AWESOME GOD	26	
OUR GOD REIGNS	27	
PASS IT ON	28	
PEACE IS FLOWING	28	
PRAISE THE LORD TOGETHER (ROUND)	29	
PRAISE THE NAME OF JESUS	29	
REJOICE IN THE LORD ALWAYS	29	
RISE AND SHINE	30	
SANCTUARY	30	
SEEK YE FIRST	31	
SING ALLELUIA TO THE LORD	31	
SOMETHING BEAUTIFUL	31	
SPIRIT OF THE LIVING GOD	31	
SPIRIT SONG	32	
SURELY THE PRESENCE OF THE LORD	32	
TAKE MY LIFE	32	
TAKE OUR BREAD	33	
TAKE TIME TO BE HOLY	33	
THE JOY OF THE LORD	34	
THE LORD HAS A WILL	34	
THE SWEETEST NAME OF ALL	35	
THERE'S SOMETHING ABOUT THAT NAME	35	
THEY THAT WAIT UPON THE LORD	35	
THEY'LL KNOW WE ARE CHRISTIANS	36	
THIS IS THE DAY	36	
THOU ART WORTHY	36	
THROUGH IT ALL	37	
THY WORD	37	
TURN YOUR EYES UPON JESUS	37	
WE BOW DOWN	38	
WE BRING THE SACRIFICE	38	
WE HAVE COME INTO HIS HOUSE	39	
WHAT A FRIEND WE HAVE IN JESUS	39	
WHAT A DAY THAT WILL BE	40	
WHAT A MIGHTY GOD WE SERVE	40	
WIND, WIND	40	
VICTORY IN JESUS	41	

Other songs sung from copied music: (List Title, Author, and # of times sung during the weekend.)

Title	Author	# Times Sung

THURSDAY

ORGANIZATIONAL CHECKLIST/TIMELINE

Blank lines in guide are for planning songs you want to use.

THURSDAY:

NOTES

7:30 PM Dining Hall

Sending Forth (see below for instructions)
Sing *Behold What Manner of Love*

Behold What Manner of Love

Sending Forth: Beginning at 6:30, the Emmaus Community gathers in the Dining Hall for the reception of the Pilgrims. There should be no music prior to the introduction of Pilgrims at Send Off. At 7:30, The Lay Director greets the Community and will then call out the names of the weekend participants, making no distinctions between Pilgrims and team members. The Lay Director will ask the Community to hold their applause until all the names have been called.

As the participant repeats their name, they will join the lineup as directed. The first two ALDs named will go to the center of the lineup, while the last two ALDs called will go to either end of the lineup.

The Lay Director will ask if anyone has been forgotten. If all have been called, the Lay Director will say, "Ladies and Gentlemen, the Ladies/Men of Walk ____." The Emmaus Community will respond by giving the Pilgrims and Team a standing ovation. As the applause begins to die down, the **Music Team** begins singing *Behold What Manner of Love*, with the Community joining in.

Behold What Manner of Love

When the applause begins, the Lay Director makes his or her way to the door. Pausing long enough to allow the music to amply get generated among the community, the Lay Director then leads the Pilgrims and Team out the door to the Conference Room. When singing is finished, go into Conference Room, sit at designated spot at back table, and prepare to introduce your new friend.

THURSDAY

NOTES

9:00 PM CHAPEL
FILM, *THURSDAY NIGHT DVD*

9:30 PM Chapel
Sing/play meditative solo after *Examination of Conscious*. The intent of the solo is to enhance the meditation, which focuses on knowing oneself and where one is on the journey of faith.

9:45 PM Refreshment Café
Team Meeting

FRIDAY

NOTES

FRIDAY:

7:00 AM Chapel
Soft Music

7:15 AM Chapel
Worship Service
Note: After silence is broken and everyone is talking for a few minutes, if it is still not time for breakfast, be prepared to lead the group in a few songs.

8:00 AM Dining Hall - Breakfast
No song going to breakfast.
Do not sing the Blessing before or after meal.
Break after breakfast. Go to Chapel or other desired place and practice.

9:15 AM Conference Room
Talk # 1 *Priorities*
By: _____

NO SONG FOR THIS TALK
DO NOT SING ALLELUIA

10:15 AM Group Picture

Teach:

11:00 AM Conference Room
Tell the story about DeColores and teach the song "**DeColores**"
The song "DeColores" has a long-standing tradition in Emmaus and similar three-day programs. All the three-day programs teach this song that speaks of God's beauty in the world. According to tradition, the words of "DeColores" were written by people who had experienced the three-day short course in Christianity and wanted to express musically their joy of God's love. The words are sung to an old folk tune from Spain.
Teach Emmaus "**Alleluia**"
Teach Servant Heart "**Blessing Before Meals**" and "**Blessing After Meals**".

DeColores
Alleluia
Blessing – Before and After Meal

FRIDAY

11:15 AM Conference Room

NOTES

Talk #2 - *Prevenient Grace*

By: _____

Note: Begin singing *Alleluia* before and after each talk.
Be ready to sing immediately after each talk in lieu of applause.

Lead Singing

Speaker's Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker's Song:

12:30 PM Lunch

Sing going to Lunch

(Tradition is to sing *DeColores*.)

Sing *Blessing* Before and After Meal

DeColores

Blessings Before and After Meal

1:30 PM Go to Conference Room

1:45 PM Conference Room

Talk #3 - *Priesthood of All Believers*

By: _____

Lead Singing

Speaker's Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker's Song:

2:45 PM Refreshment Break

2:55 PM To Conference Room

3:00 PM Conference Room

Talk #4 - *Justifying Grace*

By: _____

Lead Singing

Speaker's Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker's Song:

5:15 PM Conference Room

Sing before meal. Sing till dinner is ready.

Song for going to Dinner

Sing *Blessing* before and after meal

Blessings Before and After Meal

FRIDAY

NOTES

6:15 PM To Conference Room

6:30 PM Conference Room

Talk #5 – *Life in Piety*

By: _____

Lead singing

Speaker’s Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker’s Song:

7:00 PM Chapel

Emmaus Road meditation

Meditative music (solo or group song)

7:30 PM Conference Room

Be available to assist candidates with music for their skits.

8:15 PM Refreshment break

8:30 PM Conference Room

Pilgrims Presentation of Posters, Skits, and Summaries

10:00 PM Chapel

Evening Prayers

Solo or Group Song

10:30 PM Team Meeting

SATURDAY

SATURDAY:

7:25 AM Pilgrims to Chapel

NOTES

7:30 AM Chapel
Morning Worship

Lead singing after Morning Worship if breakfast is not ready

8:00 AM Dining Hall - Breakfast

Song for going to breakfast
Sing *Blessing* before and after meal

8:30 AM To Conference Room

Sometime today, **teach** *They Will Know We Are Christians By Our Love*. This will be sung after the 4:15 cross ceremony Sunday.

8:45 AM Conference Room

Talk #6 – *Grow Through Study*
By: _____

Lead singing
Speaker’s Song
Sing Emmaus *Alleluia* before talk
Sing Emmaus *Alleluia* after talk

Speaker’s Song: _____

9:40 AM Refreshment Break

9:55 AM To Conference Room

10:00 AM Conference Room

Teach Songs

Teach:
Jesus, Jesus
They will Know We Are Christians...

10:15 AM Conference Room

Talk #7 – *Means of Grace*
By: _____

Lead Singing
Speaker’s Song
Sing Emmaus *Alleluia* before talk
Sing Emmaus *Alleluia* after talk

Speaker’s Song: _____

11:15 AM Chapel - Dying Moments

Sing - After everyone has placed bread in the basket
During Communion sing or play meditative music
Solo after Communion

Solo: _____

SATURDAY

NOTES

12:00 PM Lunch

No music going in to the Dining Hall (all are entering in silence).

Sing *Blessing* before and after meal

1:55 PM To Conference Room

2:00 PM Talk #7 Continued

3:00 PM Conference Room

Talk #8 – *Christian Action*

By: _____

Lead Singing

Speaker’s Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker’s Song:

4:00 PM Refreshment Break

4:30 PM Conference Room

Talk #9 – *Obstacles to Grace*

By: _____

Lead Singing

Speaker’s Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker’s Song:

5:40 PM Dinner

Song for going to Dinner

Sing *Blessing* before and after meal

6:50 PM To Conference Room

7:00 PM Conference Room

Talk 10 – *Discipleship*

By: _____

Teach *Bind Us Together!* (time permitting)

Speaker’s Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Bind Us Together

Speaker’s Song:

7:30 PM Chapel

Music for Community Service

SATURDAY

NOTES

8:00 PM Conference Room

Music support for posters and skits

9:00 PM Chapel

Candlelight Service

Sing *Jesus, Jesus* as Pilgrims enter and again as
Community processes.

Jesus, Jesus

10:00 PM Party in Refreshment Cafe

SUNDAY

SUNDAY:

NOTES

6:15 AM Meet in Refreshment Café

6:30 AM Dormitory
Wake Pilgrims (flowers - only on Women's Walk)
singing *Rise and Shine*

Rise and Shine

7:25 AM Go to Chapel

7:30 AM Chapel
Morning Worship
Lead praise songs till breakfast

8:00 AM Breakfast
Song going to Breakfast
Sing *Blessing* before and after meal
TEACH BIND US TOGETHER
SOMETIME TODAY!!!!
(if not done on Saturday)

8:35 AM To Conference Room

8:50 AM Conference Room
Talk 11 – *Changing Our World*
By: _____
Lead singing
Speaker's Song
Sing Emmaus *Alleluia* before talk
Sing Emmaus *Alleluia* after talk

Speaker's Song:

9:40 AM Refreshment Break

9:50 AM Return to Conference Room

10:00 AM Conference Room
Talk #12 – *Sanctifying Grace*
By: _____
Lead singing
Speaker's Song
Sing Emmaus *Alleluia* before talk
Sing Emmaus *Alleluia* after talk

Speaker's Song:

SUNDAY

NOTES

11:00 AM Conference Room

Talk #13 – *Body of Christ*

By: _____

Lead singing

Speaker’s Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker’s Song:

12:00 PM Lunch

Sing *Blessing* before and after meal

12:30 PM Pack

1:20 PM To Conference Room

1:30 PM Conference Room

Talk #14 – *Perseverance*

By: _____

Lead singing

Speaker’s Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker’s Song:

2:30 PM Conference Room

Talk #15 – *Fourth Day*

By: _____

Lead singing

Speaker’s Song

Sing Emmaus *Alleluia* before talk

Sing Emmaus *Alleluia* after talk

Speaker’s Song:

4:00 PM Conference Room

Presentation of Crosses/Service Sheets

After ceremony, sing *They Will Know We are Christians...*

They Will Know We are Christians...

4:45 PM Chapel - Closing

Lead Community singing

Sing Emmaus *Alleluia* as Pilgrims enter

Sing *Bind Us Together* when community circles up

Alleluia
Bind Us Together

DeColores

PROCEDURE ORDER FOR TALKS

- ❑ Speaker in Prayer Chapel
- ❑ Ring Pilgrims into Conference Room
- ❑ Select new secretaries and change seats
- ❑ Sing until Speaker is ready
- ❑ Sing Speaker song
- ❑ Light Candle – Assistant Lay Director:
 - With a clean sheet of paper, high idealism, the spirit of cooperation and charity, pen in hand, prepare for the next talk which will be given by a *layperson/member of the clergy*.
- ❑ Sing *Alleluia*
- ❑ **TALK**
- ❑ Sing *Alleluia*
- ❑ Turn off lights
- ❑ Silent meditation *2 minutes*
- ❑ Discussion *15 minutes*
- ❑ Summary *5 minutes*
- ❑ Posters *20 minutes*