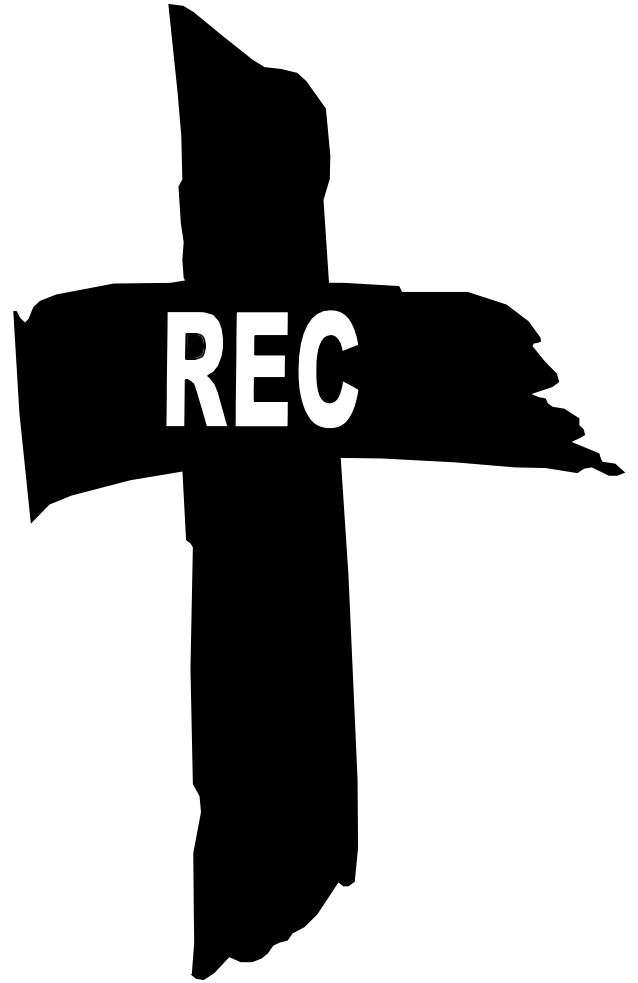


# **R**esidents **E**ncounter **C**hrist



## **Lay Director Manual**

**There are three things that will endure---faith, hope, and love—  
-and the greatest of these is love. 1 Corinthians 13:13**

**The DaySpring Residents Encounter Christ (REC) Community of Southern Indiana.**

Revised January 2025

# **LAY DIRECTOR'S HANDBOOK**

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# LAY DIRECTOR'S MANUAL

## PART 1

### LAY DIRECTOR GUIDELINES

## Lay Director Guidelines

Lay Directors are chosen by the Day Spring R.E.C. Board of Directors by prayer and knowledge of your love and commitment to Jesus and this ministry. The following are some expectations of Lay Directors.

- ◆ Have at least one R.E.C board member on your team (can be in any position, i.e.: asst. or table leader, agape, etc.). A board member not on your team will address your first formation with some do's and don'ts.
- ◆ Choose one assistant who has been a past Lay Director or assistant and one that would be a candidate for future Lay Director--someone that has a heart for this ministry, and has worked several R.E.C. weekends in the past and has worked several positions.
- ◆ One of your assistants will be responsible for maintaining an accurate credit & debit accounting along with a financial report to be given to the Board of Directors upon your exit review with the Board at the first regular monthly meeting following your R.E.C. weekend. Attachment "A" is a guideline of how the credit/debit report should be formatted. page 89.
- ◆ Attempt to have 50% of your team made up of people that have never worked a R.E.C before, the other half veterans that will mentor new team members.
- ◆ Suggestions for Spiritual Team are welcome, but the final approval for the Spiritual Team, including the Spiritual Director must be approved by the Board Spiritual Director. Please discuss this position before contacting any clergy / lay persons.
- ◆ Dates of your R.E.C. weekend must be confirmed with officials at each facility. Use your Board of Directors to assist.
- ◆ Housing arrangements will be the responsibility of the Board. The location for team formation meetings will be the responsibility of the Lay Director. Also, the number of meetings & the length of them are the responsibility of the Lay Director.
- ◆ The Saturday evening meal along with promotion of the candlelight service is the responsibility of the Lay Director. Should you require a check to cover these expenses in advance please contact the R.E.C. treasurer. The Saturday meal options are **Lee's, Marks Feed Store or Triple T BBQ** for the jails that allow food to be brought in for both the team & the residents. It's up to the Lay Director to contact Jeanie Melton at 812-267-9769 to arrange this.
- ◆ Follow-up meetings after your R.E.C. weekend are also the responsibility of the Lay Director, providing follow-ups are allowed.
- ◆ Required to attend one Board meeting for orientation prior to the R.E.C. weekend.
- ◆ Movement of the R.E.C. trailer for the weekend is the responsibility of the Lay Director.
- ◆ Provide the Board with two copies of your final team roster and team picture after the R.E.C. weekend. Also send a copy of your roster to Michael Dennis at madd2009@gmail.com.
- ◆ Agape letters are on the trailer.

Please work with your board sponsor for any help or questions that may arise.

## Composition of a REC Team

A typical REC weekend will have a team consisting of:

1 Lay Director

2 Assistant Lay Directors

3 Spiritual Team Members (Suggested that they be clergy but is not required) -- Must be approved by Board. On a women's walk, try to limit number of men on team.

8 Table Leaders

8 Assistant Table Leaders

4 - 5 Agape Team Members

4 - 5 Music Team Members (On women's walks, try to limit number of men on music team).

1 Sound Board person

1 Power Point person (may be combined with sound person)

**Note: A member of the REC board must be on the team.**

The table below shows suggested team sizes based on the number of round tables.

Team members                      These totals do not include the +1 for the Marriage Talk

8 TABLES

|                        |   |
|------------------------|---|
| Lay Director           | 1 |
| Assistant Lay Director | 2 |
| Spiritual Team         | 3 |
| Table Leader           | 8 |
| Assistant Table Leader |   |
|                        | 8 |
| Agape Team             | 4 |
| Music                  | 5 |
| Power Point            | 1 |
| Sound                  | 1 |

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6 TABLES

|                        |   |
|------------------------|---|
| Lay Director           | 1 |
| Assistant Lay Director | 2 |
| Spiritual Team         | 3 |
| Table Leader           | 6 |
| Assistant Table Leader |   |
|                        | 6 |
| Agape Team             | 3 |
| Music                  | 5 |
| Power Point            | 1 |
| Sound                  | 1 |

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5 TABLES

|                        |   |
|------------------------|---|
| Lay Director           | 1 |
| Assistant Lay Director | 2 |
| Spiritual Team         | 3 |
| Table Leader           | 5 |
| Assistant Table Leader |   |
|                        | 5 |
| Agape Team             | 2 |
| Music                  | 5 |
| Power Point            | 1 |
| Sound                  | 1 |

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4 TABLES

|                        |   |
|------------------------|---|
| Lay Director           | 1 |
| Assistant Lay Director | 2 |
| Spiritual Team         | 2 |
| Table Leader           | 4 |
| Assistant Table Leader |   |
|                        | 4 |
| Agape Team             | 2 |
| Music                  | 5 |
| Power Point            | 1 |
| Sound                  | 1 |

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# LAY DIRECTOR'S MANUAL

## PART 2

### LAY DIRECTOR CHECKLIST

## **REC LAY DIRECTOR'S CHECKLIST**

- ❑ Prayer, prayer, and more prayer. Turn the weekend over to God. Remember, this is not about you!
- ❑ Checklist - Startup
  - Review the checklist in detail with the Board Sponsor
  - Schedule a meeting with the Facility Point of Contact (Lay Director & Board Sponsor)
    - Discuss and arrange Meals and mealtimes at the Facility
    - Collect information such as mealtimes, pill call, family visit time, etc. so the moment-by-moment schedule can be updated to reflect the accurate times.
  - Plan to attend next REC Board meeting to be prayed over and ask questions.
  - Receive Advance funding + Discuss Deposits & Cash Advances
    - See Manual Part 5.
    - Determine status of Lodging - Arrangements will normally be coordinated by the Board Sponsor and will be provided by them.
- ❑ Reserve Church for Formation Meetings, Team Dinner (if applicable)
- ❑ Church for Community Candlelight will be arranged by a board member as well as any custodial fees.
  - Churches - Things to Remember
  - Part of your music team or an outside group will need to be scheduled to play during Candlelight.
  - Select a theme song and a scripture for the weekend. Then contact Martha Metts [larc49@aol.com](mailto:larc49@aol.com) she is willing to create a Community Prayer Chart for you.
  - Please bring the Prayer Chart to upcoming Emmaus events such as Gatherings, and other REC Candlelight's. If there are other RECs scheduled before yours, contact the Lay Directors to see if they will take your Prayer Chart into their Facilities to get the residents to sign up to pray. (Very powerful witness!)
- ❑ Choose your team - Requirements to be on the Team
  - Attended Cursillo type weekend including Emmaus Walk, REC, KAIROS, etc.
  - Spiritual Director – shall be Board approved
    - Discuss Responsibilities
    - Arrange devotion & communion at all meetings
    - Anointing Service
  - Spiritual Team
    - You may want to ask your Spiritual Director if they would like to assemble the Spiritual team. They can supply a list of names and both of you can agree on the people to call.



❑ Discuss Team Responsibilities

- Assistant Lay Director (Program) – see page 52
  - “Right-Hand-Man” during Formation
  - Reads script on REC weekend
  - Spend time in front of the group
  - Introduces speakers
- Assistant Lay Director (Prayer & Finance) – see page 52
  - Collects/manages money (Provide a copy of LD Manual, Part 5: Financial Reports)
  - Keeps schedule moving on weekend
  - Notifies speakers + prayer partners for talks
  - Speaker pray-in and prayer.
- Agape Team Leader – see page 57
  - In charge of trailer supplies, set-up and tear down.
  - Uses Agape Team Leader book as guide for Agape team activities during formation meetings, lodging activities, candlelight and facility activities.
- Agape Team Members – see page 57
  - Serve the residents and team.
- Music Leader & Team – see page 53
  - Music is a vital part of the formation meetings and the REC weekend
  - You may want to choose your music team leader and then have them put together a list of people they would be comfortable playing with then run them by you
- Table Leaders – see page 55
- Assistant Table Leaders – see page 56
- Sound System
  - All sound equipment is on the music trailer. Set up falls to the responsibility of the sound person. Set up instructions are with the sound board.
- Power Point
  - Pick up the REC laptop from Pudgy Mitchell. Call ----- with any questions.
- Special Entertainment (Optional)
- Special requirements exist for Team Members who are past residents. Check the requirements at each facility.

❑ Develop Team Roster

- Fill-in Team Roster – Blank original on REC web site ([www.dayspringrec.org](http://www.dayspringrec.org))
- Make copies for the team. Send or take to 1<sup>st</sup> Formation.

❑ Develop Team Prayer Chart

❑ Select Prayer Partner Symbols – Crosses, Fish, Nails, Rocks, Etc.

- Letters to the Team
  - Team Member Letters - Example (add bring nametag)
    - Include required Talk prep. & outline or other role/responsibility sheet(s) + forms

- from facility
  - o Also include a schedule of Talk Critique days and time. It is essential that all talks excluding the Means of Grace talk be critiqued before walk weekend. It not only benefits the speaker but also the people doing the critiquing who may not have given a talk yet.
- o Arrange a meeting for you, your Agape Leader, & REC Trailer Coordinator (Stephanie Reynolds) crazyjesusgirl@live.com or (Brad Reed) brad@firstcapitalchristian.org.
  - o Discuss REC trailer setup and download copy of Agape Team Leader Book.
  - o Receive Start-up Package including communion set, ice chest from REC Trailer Coordinator.
  - o Generic Team Manuals can be printed from the website beginning on page 51 of the Lay Director Manual.
- Complete the generic team folders for each Team member
  - o Add Prayer Chart, Team Role pages and Talk outlines to the generic items.
- Schedule and conduct your First Meeting of key team leaders - ALD's + Agape Leader + Spiritual Team + Board Sponsor.
- Arrange for both trailers to be taken to jail on Friday morning. This can be done by a team member or contact the REC board.
- Arrange for copies of Graduation Certificates (contact Stephanie Reynolds 502-333-5048)
- Arrange for copies of Poster Party Certificates (contact Stephanie Reynolds 502-333-5048)
- Arrange for REC photo to be taken (make sure camera is on the music trailer in the Electronics Tote. Check to make sure the SD card is in camera.)
- Conduct Formation Meeting - 1
  - o Checklist – Prayer is an important aspect of these meetings. Always open and close in prayer.
    - Registration, Collect Fees, Choose Prayer Partner
    - Remind Team to bring their Bible to the REC weekend (w/o address) and cross they received on their Emmaus Walk (check with Board Sponsor to see if your Facility allows crosses to be given out at closing)
    - Prayer Concerns
    - Opening Prayer and/or short devotional
    - Music
    - Pass out team folders
    - Double check all info on roster
    - Team Intro's and ice breaker
  - o REC Board Representative address team with Do's and Don'ts.
  - o Encourage participation and attendance at Candlelight Service by spouses, church

groups, reunion groups.

- Serve meals
  - Prepare Agape food items and paper items
  - o The team breakdown into small discussion groups. Have experienced group members lead discussions to explain the roles and responsibilities of their groups and to discuss their experiences and to answer questions from others in their groups. This is a sharing and bonding time as well as a chance for new members to learn what to expect from experienced members. All are encouraged to participate. Ask the meetings be opened and closed in prayer.
    - Table Leaders
    - Assistant Table Leaders
    - Agape Team
    - Music Team
    - Spiritual Team
  - o Table Etiquette
  - o Communion
  - o Close meeting in prayer
  - o Give time/date for upcoming meetings
- Arrange for team meals not provided by the Facility i.e. Friday lunch, Saturday breakfast, and Sunday breakfast.
  - Meeting facilities at the hotel, i.e. Conference Room, are reserved by a Board Sponsor.
  - Coordinate special meal needs with your Agape Team (special diets for both team members and residents
  - Board arranges for Special Meal at the Facility
    - Invite Spouses and church groups become Involved
  - Make trip to the facility inviting the Residents to the REC weekend experience. Take sign-up Sheets (see Example)
  - Make copies of each Talk Critique form for handout to ALD's or others who lead talk reviews. See Manual Part 3.
  - Conduct Formation Meetings - 2 +
    - o Checklist – remember to open and close in prayer.
      - Check -In
      - If not already completed: Registration, Collect Fees, Choose Prayer Partner, get team folder
      - Prayer Concerns
      - Opening Prayer

- Music
  - Short Devotional
  - Double check all info on roster
  - Update on progress toward weekend, answer questions.
  - Explain talk preview and Critique purpose and guidelines
  - Everything said is in confidence and not to be shared outside the team.
    - Break into groups for Talk Critique
    - Provide ALD's Talk Critique Sheets for handout
    - Talk Critique Sheets - Original for copying
  - o Explain the Plan of Salvation for residents.
  - o Communion
  - o Close in prayer
  - o Reminder of date/time of next meeting.
- Arrange (Optional) Team Dinner
  - Arrange anointing Service
  - Review Moment by Moment
    - o Confirm (revise) timetable conforms with facility schedule requirements
    - o Make copies for Key Team Members during weekend: Lay Director, Spiritual Director, Agape leader, Music leader, Power Point person, and a copy for the Facility liaison.

## **REC WEEKEND**

- ❑ At the Hotel
  - Refer to moment by moment schedule
  - Responsible for a noon meal on Friday
  - Prepare Agape bags, name tags, and crosses (if used at this facility)
  - Team Dying Moments
  - Review Do's and Don'ts
- ❑ At the Facility
  - Refer to Moment by Moment
  - Refer to LD + ALD Script
  - Oversee coordination and flow of team integration with music, agape, schedule progress, and talks.
  - Assign one team member as primary contact person with facility staff
- ❑ Community Candlelight Service
  - Lay Director's Letter to the Community – Example page 94
- ❑ Candlelight at the Facility
- ❑ Depart the lodging site
- ❑ Sunday at the facility and Closing Ceremony – Refer to moment by moment
  - Talks
  - Cross Ceremony
    - Crosses (If allowed by your Facility, check with Board Sponsor)
    - Certificates
    - LD Cross Presentation
    - LD express personal REC weekend experience
    - Spiritual Director cross presentation
  - Closing Ceremony
    - What this weekend means to me/What am I going to do about it?
    - Communion
  - Agape Bags
- ❑ Say goodbye, pack the trailer, Depart the facility

## **BEYOND THE REC WEEKEND**

- ❑ Closing Out - See Manual Part 5.
  - Complete Thank You Letters/Cards
  - Complete Finance Forms
- ❑ REC Board
  - Attend next Board meeting immediately after the REC First Monday of each month at 6:30pm FFW Victory Hall
  - Bring 2 copies of REC photo
  - Bring 2 copies of team roster and e-mail a copy to Michael Dennis at madd2009@gmail.com.
  - Bring completed Finance Forms
  - Return Lay Director, Agape Manuals & thumb drive
- ❑ Follow-up Visits – See Manual Part 5.

# LAY DIRECTOR'S MANUAL

## PART 3

### TEAM FORMATION

#### Preparing Letters

- [Facility Resident Invitations \(Sample\)](#)
- [To REC Team Members \(Sample\)](#)
  - Letter Inserts
  - [Preparation of a Talk](#)
  - [Main Point of Talks](#)

Preparing Team Manuals (NOTE: Revise and insert the following into the manuals furnished by the Board)

- [Team Prayer Chart](#)
- [Team Roster](#)
- [Team Small Group Responsibilities](#)
- [Facility Requirements](#)
- [Talk Critique Sheets](#)

## **SAMPLE TEAM LETTER**

February 7, 2002

Dear One,

Thank you for your "YES" to serve our Heavenly Father during Harrison County Women's REC #1, April 18-21, 2002.

Early in the planning stages God brought this Scripture to mind. "*You must speak my words to them, whether they listen or fail to listen, for they are rebellious.*" (Ezekial 2:7) I believe our Father is opening many doors for us before we even meet together for the first time as a team. Imagine what He's planning for the ladies we'll meet on our REC weekend!

Continue to pray that God will bring any and all who need him in their lives. Funny to think about praying for God to put women in jail! One of our team commented, "Just think, some of the ladies that will be there that weekend haven't even committed a crime yet." We know His purposes are greater than ours. Cling to Romans 8:28 and continue to pray that God will work through us in a mighty way for His glory.

We will have 5 meetings, four at Northside Christian Church located at 2801 Grant Line Road, New Albany. Northside meetings will be from 8:00 a.m. - 12:00 p.m. in the Fireside Room. The dates are Saturday, March 9, 16, 23 and Saturday, April 6. Coffee, juice and pastries will be provided. A pitch-in dinner meeting is planned on Friday, April 12, for the entire team and their spouses. Details will be provided at the March 23 meeting.

Please bring (2) 2-liter soft drinks with you to each of the meetings. These will be taken with us to the jail for the REC weekend.

The cost for the weekend is \$125. Clergy is exempt. Checks should be made payable to DaySpring REC. If the cost is an issue, PLEASE do not let that stop you. There are scholarships set up just for this purpose. Your presence is what God has asked for . . . not necessarily your money. Please feel free to discuss special needs with me.

We will be staying at the Baymont Inn in Corydon. Please plan to meet in the lobby at 7:00 p.m. on Thursday night, April 18.

We have been given an important assignment and responsibility. Continue to pray for the team, especially the Clergy and speakers. Pray for our families, the Residents, and also the staff at Harrison County. May God continue to equip us for this job He has blessed us with.

Your Sister in Christ,

Geri Cozine, Lay Director  
812.944.4070  
imagebygeri@hotmail.com



### **Schedule of Talk Previews**

Saturday, March 23

|                 |                                      |
|-----------------|--------------------------------------|
| GOD KNOWS       | <b><i>God is Calling</i></b>         |
| GOD KNOWS       | <b><i>Means of Grace</i></b>         |
| Gil Duley       | <b><i>God is Love</i></b>            |
| Polly Ash       | <b><i>Christian In The World</i></b> |
| Martha Metts    | <b><i>Prodigal</i></b>               |
| Peg Carter      | <b><i>Prayer</i></b>                 |
| Robin Glotzbach | <b><i>Beyond REC</i></b>             |

Saturday, April 6

|                    |                                |
|--------------------|--------------------------------|
| Leslie Turner      | <b><i>Ideals</i></b>           |
| Gail Ball          | <b><i>Single Life</i></b>      |
| Nancy Purlee       | <b><i>Sacred Scripture</i></b> |
| Michelle Sprigler  | <b><i>Christian Life</i></b>   |
| Terri & Gary Smith | <b><i>Marriage</i></b>         |
| Angie Benson-Reese | <b><i>Change of Heart</i></b>  |

Please have your talk ready to preview on the scheduled date. If you are scheduled for April 6, but have your talk ready, please bring it and be prepared to preview it in case someone scheduled for that day is unable to attend.

Also, please check your calendars to be sure you can be available on the dates scheduled. If you find that there is a conflict, please contact me A.S.A.P. so I can get you rescheduled. You can contact me by phone at 812.944.4070 or email at [imagebygeri@hotmail.com](mailto:imagebygeri@hotmail.com).

## **Note to the Lay Director:**

**Produce a hard copy of the next 4 pages & reproduce copies for each team member designated to deliver a talk.**

**When you send their information letter, provide all three documents:**

- *Preparation of a Talk*
- their specific *Talk Outline* sheet(s)
- *Main Points of Talks,*

**Purpose of receiving this file is to assist the speaker in preparing their talk.**

**The REC Board.**

## **PREPARATION OF A TALK**

Unless you are an accomplished speaker, you probably swallowed hard at the thought of speaking before a group and, after much prayer and meditation, reluctantly agreed. Even accomplished speakers are not facile speakers when it comes to matters of faith.

It is hoped that these guidelines will ease some of your anxiety and help you in preparing and present your talk.

### **STEP ONE: HAVE CONFIDENCE IN YOURSELF!!**

You were asked to give a talk because somebody thought you had something important to share and thought you would be able to say it in a sincere and positive way.

No one . . . **NO ONE** . . . expects you to “have-em rollin’ in the aisles” with humor, and no one expects you to sway thousands with your great oratorical skills.

Don’t put yourself down just because you’ve never spoken in front of a group, or because you don’t consider yourself a “speaker.” Remember, it is often the ones with the biggest mouths who have the least to say.

And there is help available. You will be provided with an outline for your talk. You will share your talk by giving it for the other team members who will be helping you. Any of those persons who have given talks in the past will be honored to help you prepare yours. Just ask.

### **STEP TWO: KNOW YOUR AUDIENCE!!**

Most R.E.C. participants are already Christians. There will be many denominations represented. Some of the participants will be further along in their pilgrimages than will others. Since you will be speaking to individuals from wide-ranging backgrounds, avoid controversial subjects that tend to arouse divisions such as denominational differences, speaking in tongues, etc.

### **STEP THREE: KNOW YOUR SUBJECT . . . READ YOUR OUTLINE!!**

Study the outline and critique information you have been given. Reread it carefully. If you want to, discuss it with the Lay or Spiritual Directors for the REC. A good source of help would be the notes you took on your weekend. These notes and the other information stir other ideas for the talk. Talk to people who have given the talk before. They will be glad to help. But, remember, this is your talk and needs to tell your story.

Once you feel you understand what your outline is trying to say, make sure you read through it again. When you’ve got a good grasp on the main points, take a close look at the outline introduction. Read that introduction at least seventy times seven! Emboss it on your mind. The introduction tells you the reason you are standing up in front of

everyone giving a talk. It often tells you what NOT to say. Make a vow to yourself to follow as closely as possible the instructions in the introduction. Remember, your talk will build on the other talks (unless you are lucky enough to be the first talk given) and will serve as a building block for all the talks after yours (unless you are lucky enough to be the last talk). So don't stray from the introduction or you may do damage to other talks.

## **STEP FOUR: BUILD YOUR TALK AROUND THE OUTLINES**

Recognize that talks can be divided into three basic parts:

1. The Opening
2. The Main Body of the Talk
3. The Closing

Each has a specific purpose.

1. **The Opening** should be designed to capture the interest of your listener, set the "tone" of the talk, and help put you at ease. It may be humorous, statistical, reverent, or a combination of these. Most important, the Opening should be directly related to your subject. Don't open with a bit of interesting statistical information about the number of hairs on the head of an average human being unless you intend to talk about, maybe, the Scriptural promise that "even the hairs of your head are numbered." Don't open with a joke if the "tone" of your talk must be serious from the very beginning.

Start off making the talk your own by picking an Opening that you find interesting and that you believe will tie-in directly with the subject of your talk. If you are interested, your audience will be interested and you and your listeners will quickly get comfortable with one another. And making you comfortable with your audience is one of the purposes of the opening, remember?

2. **The Main Body** of the talk contains the meat of what you have to say. It is the main course. The points you cover here are the reason for the talk.

Get in the habit of making a statement about one of your main points and then illustrating it. For example:

"Although Christians are charged with the responsibility of counseling and nurturing one another, we must be careful about giving advice." (That's the main point.)

"Whenever I think of giving advice to someone, I am reminded of the little boy who was asked to give a report on Socrates. He stood up in class and said: "Socrates was a very wise man. He gave people lots of good advice. They poisoned him!" (That's the illustration.)

Illustrations are very important, and the ones from our own personal experiences are best because they relate so directly to others. But you can also use humorous stories, quotes from famous people, and parables to illustrate your main points.

Props are sometimes helpful, too. Don't hesitate to use a chalkboard or diagrams of charts if you think those will help put your point across. A stool with one leg missing would be an excellent way to illustrate the need for all three elements of Piety, Study an Action to be present to support The Life Grace (the stool). But be careful. Practice using your props before standing up in front of your group to give your talk. There are scads of horror stories about those who fail to heed this warning.

One final note in regard to the Main Body. It has been said before: Be careful not to stray from you outline or you are liable to get so far afield in your talk and do harm to the unity of the weekend.

3. **The Closing** of your talk should summarize your main points of pull them together in a creative way so that your listeners will remember those key things you want them to remember, even if they forget everything else. It is usually NOT humorous. It may be tied in with your opening remarks made at the beginning of the talk. Leave your listeners with a thirst for more information and a desire to take some action (even if that action is limited for the time being to simply talking and sharing at their tables). If you are able to do so, set the stage for the next speaker by suggesting that there will be more information on that subject later on.

End on a positive note. Leave your audience challenged with the feeling that they can and should know more about the subject of your talk. The talk should be no more than 30 minutes in length.

Two special words before we finish:

- A. Take a look at the bibliography that follows and get some resource scriptures and collect additional information to supplement it. There are many such materials. There are many available on the Internet or at your local library.
- B. Some of the talks are design to allow more emotional content than others. Look both to our outline and to the guidance of your Lay Director in regard to this. Generally, the talks early in the weekend are more informational in nature, speaking head to head, brain to brain, intellect to intellect. The talks later in the weekend can contain more heart to heart sharing from the speaker. You have been chosen for a particular talk because of a special and personal experience you have had with the Lord Jesus. If you are concerned about whether to include such experience in our talk, or if you are concerned about how to handle them, see your lay or spiritual directors for counsel and advice.

Grace and Peace!

## Suggested Bibliography:

The Bible – in many versions all of which can be helpful. The Book of Proverbs and the parables of Jesus make good illustrations and openers. But be careful not to avoid the intended meaning of scriptures just to make a point.

A World Almanac: Good statistical resource.

The Guinness Book of World Records: Good statistical resource.

Bartlett's Familiar Quotations: excellent source of quotes from famous people on hundreds of subjects.

Nelson's Complete Concordance: will help you find those half-remembered Bible verses.

## MIND YOUR P'S AND Q'S

### DELIVERY:

- Length of Talk
- Voice Volume
- Varied Intonation
- Rate of Speed
- Eye Contact
- Emphasis – pauses and/or repetition
- Facial Expressions
- Grammar
- Mannerisms

### CONTENT:

- Introduction
- Organization of thought – lends itself to outlining
- Contains main points of the outline
- Appropriate Examples
- Personal Touches
- Areas that might be appropriate for poster
- Any further explanation needed
- Closing

## IDEALS

Ideals are those intangible concepts we measure everything against. This is a purely secular talk that examines what drives us internally. Most little boys had heroes they dreamed of being just like. Most little girls had dreams of Cinderella. What was it about these figures that stimulated them? What has happened in their values to cause them to let go of those dreams? How have their values changed? Were their heroes super villains that designed perfect crimes? Did they hope someday to spend a portion of their lives in jail? Probably not. Although this talk does not begin with the Prayer to the Holy Spirit and God is not mentioned in any way, the table discussions that follow ironically almost always include Him in some fashion. (Length 20 minutes)

**PURPOSE OF THE TALK:** To lead the listener to examine their own personal values and conclude for themselves that their lives are off track

**POINTS TO COVER:**

1. What "is " an ideal?
2. Our Ideals change as we grow.
3. Where are you right now?
  - How do I spend my spare time?
  - How do I spend my money?
  - What do I think about?

**SUGGESTED APPROACHES:**

1. Concept of childhood heroes, ie Superman or Cinderella

## **GOD IS CALLING**

Usually considered a spiritual team presentation, this is a critical talk that sets the stage for the rest of the REC weekend. In many ways it is the REC version of the Prevenient Grace Talk from the Walk to Emmaus. This talk introduces the Residents to the Prayer to the Holy Spirit and is designed to assure each of them that God knows and loves them. (Length 20 minutes)

**PURPOSE OF THE TALK:** to assure the listener there is hope for each of them through Christ.

### **POINTS TO COVER**

1. God knows and loves them.
2. He has a specific plan to lead them, individually, back to a more abundant life.
3. Their lives will never be complete without Him.

### **SUGGESTED APPROACHES:**

1. List things that have taken place before you ever knew God where you were kept safe. Examples might be accidents, unexpected relationships, knowing when to get out of harm's way.:

### **SUGGESTED SCRIPTURES:**

Revelation 3:20 Behold, I stand at the door, and knock; if any man hears my voice, and open the door, I will come in to him, and will sup with him, and he with me.

Psalms 139:13 For you created my inmost being, you knit me together in my mother's womb

Jeremiah 1:5 Before I formed thee in the belly I knew thee; and before thou earnest forth out of the womb I sanctified thee, and I ordained thee a prophet unto the nations.



## THE PRODIGAL

Like the Ideals Talk, this one does not begin with the Prayer to the Holy Spirit. But, unlike the other talks on Friday evening there is no discussion following the talk. (Length 20 minutes)

This Talk MUST begin with the reading of The Prodigal son story found in Luke 15:11-24. Read the entire passage.

(Note: Most of the Residents won't have the first clue what the word "prodigal" even means. Without that they may not be able to understand the point of your talk. Define the term, explain that this applies to you, give your testimony and summarize how your story is like the Bible story - and their story can be that also.)

**PURPOSE OF THE TALK:** to cause the listener to understand that their personal sins are not too great for God to forgive.

### POINTS TO COVER:

1. The speaker turned his/her back on God.
2. The speaker lived a life of sin
3. The speaker recognized the error of his/her ways and has been accepted back into the loving arms of Jesus.

At the end of the talk the Residents are told that there will be no table discussion of that talk. This talk concludes the first day of the REC and that they should be in silence as they go back to their housing areas. The purpose of the silence is to keep them individually focused on the example they have just been given of someone who has "been there" and "done that." Also, because we are aware that Residents, in general, tend to rebel against authority, we have imposed a rule we hope they will break when they get back to their housing areas. We hope they will get together and discuss the last speaker's story and how portions of it are like episodes in their own lives.

**DESIRED RESPONSE:** As each Resident leaves the conference room at the end of Day One, what we want them to be thinking about is, although I may have never thought about it, (1) "my life is off track," (2) "God can put me back on track if I am willing" and (3) "if God will take that last speaker back surely I have a chance too." In short, THERE IS HOPE FOR ME.

### SUGGESTED SCRIPTURES:

Romans 5:8-9 But God commendeth his love toward us, in that, while we were yet sinners, *Christ died* for us. Much more then, being now justified by his blood, we shall be saved from *wrath through him*.

Luke 18:27 And he said, The things which are impossible with men are possible with God.  
Romans 8:31 What shall we then say to these things: If God be for us, who can be against us?

2 Timothy 1:7 For God hath not given us the spirit of fear; but of power, and of love and of a sound mind.

## A CHANGE OF HEART

While Christ presented Himself as a living sacrifice and did for us what we could not do for ourselves, there are a few steps we must each take to claim our victories. God accepts us "just as we are." This is our turning around, our awakened awareness, our eyes being opened to the love and companionship of God and saying "yes" to the offer. (Length: 20 minutes)

**PURPOSE OF THE TALK:** to accept *the* relationship that God offers. We must take the first step by opening our hearts *to* change.

### POINTS TO COVER:

1. We do not have to change before God will save us (that is, we do not have to earn our salvation.
2. It is the patterns in our lives that keep us apart from God and we must be willing to allow those patterns to be changed.
3. God will lead us, gradually, to new life patterns if we are willing.

### SUGGESTED APPROACHES:

1. Use of "extreme makeover" tv shows; change can only happen from inside out
2. When we are willing to let God change us, God will open our spiritual eyes to our need of Him and the opportunities He gives us to help others

### SUGGESTED W SCRIPTURES:

Matthew 7:7-8 Ask, and it shall be given you; seek, and ye shall find; knock, and it shall be opened unto you: for everyone that asketh receiveth; and he that seeketh findeth; and *to him* that knocketh it shall be opened.

Romans 12:2 And be not conformed to this world: but be ye transformed by the renewing of your mind, that ye may prove what is the good, and acceptable, and perfect, will of God.

Philippians 3:13-14. Brethren, I count not myself to have apprehended: but this one thing I do, forgetting those things which are behind, and reaching forth unto those things which are before, I press toward the mark for the prize of the high calling of God in Christ Jesus.

## SACRED SCRIPTURES

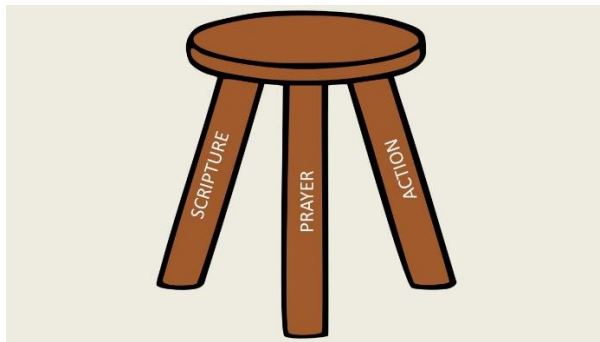
Unlike the Emmaus talk, "Growth Through Study", which focuses on effective methods of study, this talk should introduce the listener to the Holy Bible as if they were hearing of it for the first time. Ideally it should make them curious enough to want to read it for themselves. (Length 20 minutes)

**PURPOSE OF THE TALK:** To make the Residents hungry to know the mysteries and promises of God's Holy Word.

### POINTS TO COVER:

1. The Bible is the inspired word of God
2. It is the roadmap to the Christian life
3. It is ESSENTIAL

*This is the first leg of the three-legged stool: scripture, prayer and action*



### SUGGESTED APPROACHES

1. Explain that it is not written in chronological order, and it is written by different authors and has 66 books
2. Give a "history" less of the bible
3. Present an "infomercial" and "sell" the Bible
4. Create a curiosity to learn more
5. Explain why there are several translations of the Bible; why there is not just "one" version
6. Provide a modified study guide, like a bookmark
7. Often when you are reading Scripture, all of a sudden there will be a new insight for you.

### SUGGESTED SCRIPTURES:

## **GOD IS LOVE**

Generally considered to be the second spiritual team talk, with an emphasis on John 3:16, this talk should help the listener to gain a greater understanding of what unconditional love really is and how far God will go to win us back into the Body of Christ (Length 20 minutes)

**PURPOSE OF THE TALK:** TO CAUSE THE Residents to understand that, regardless of their station in life, they are precious to God and that the forgiveness of their sins has already been bought with the Blood of Christ

### **POINTS TO COVER:**

1. Introduce Jesus as *the* perfect example of God's unconditional love, the ultimate sacrifice
2. This love cannot be "earned"
3. It is already bought and paid for

### **SUGGESTED APPROACHES:**

1. John 3:16 - have the Residents personalize this by use of their own name in the verses or that of their table name
2. Clarify it is not "falling in love" but a choice
3. There is nothing you can do to make God love you more; there is nothing you can do to make God love you less

### **SUGGESTED SCRIPTURES:**

1. John 3:16
2. Romans 8:38
3. Romans 5:6-9
4. Romans 6:23
5. Romans 3:23-24

## **PRAYER**

As in any other relationship it is necessary for Christians to talk to God and patiently wait for His answers. At the conclusion of this talk, the listener should take comfort in the knowledge that prayer works. The Residents will each receive a copy of the Prayer of Jabez after this talk (if the book is available). (Length 20 minutes)

**PURPOSE OF THE TALK:** TO CAUSE THE Residents to be at ease with the fact that, because He really does love us, God really wants us to share our inner-most burdens, hopes and gratitude with Him, through prayer.

### **POINTS TO COVER:**

1. Prayer is powerful
2. Prayer is essential to being a Christian (the second leg of the three-legged stool)
3. Prayer is easy.

### **SUGGESTED APPROACHES:**

1. How does God talk back to me? As we "expect" His answer, we listen.  
Scripture, inner voice, wise counsel of others, inner peace and thru circumstances
2. Use the Lord's Prayer as a model, most will know it, perhaps end the talk with having everyone say this Prayer together.

### **SUGGESTED SCRIPTURES:**

Matthew 7:7

James 5:16

Mark 11:24-25

## **CHRISTIAN LIFE**

Purpose of the Talk: This presentation should help clear the minds of Residents concerning false images they may have of the "Christian life". This talk should help them understand that they must walk the walk as well as talk the talk because faith without works is dead. (Length 20 minutes)

### **Points to Cover:**

1. Dispel false notions of what the Christian life is
2. Tell what a Christian life "really" is
3. The Christian life leads to Christian action, allow God to lead you (this is the 3<sup>rd</sup> leg of the three-legged stool)

### **Suggested Approaches:**

1. The Great Commandment go out and make disciples
2. Remind them of what Jesus said are the two greatest commandments: have no other God before God and love thy neighbor as thyself
3. Living a Christian life can be described as "Jesus with skin on"
4. Be willing to step out of your comfort zone, i.e. many of the team this weekend have done just that
5. Explain:  
"Christ has no hands, but our hands, to do His work today. He has no feet, but our feet, to lead men in His way.  
He has no tongue, but our tongue, to tell men how He died. He has no help, but our help, to bring men to His side."
6. Jesus is calling us to get out of the boat
7. Living the Christian life is a "good" thing, not bad
8. Never quit, there is no retirement plan
9. Jesus can use any of us, the twelve disciples were ordinary people
10. God never quits calling us to live as Christians, Peter denied Him three times

### **Suggested Scriptures:**

2 Timothy 1:7

Romans 8:31

John 10:10

Luke 17:21

Proverbs 3:5

## SINGLE LIFE TALK

Purpose of the Talk: There will be seasons in all our lives when we are single (before marriage, divorce, death, or never marry). This talk should help the Residents learn "how" to live as a single Christian during those seasons when they are single. (Length 20 minutes.)

### Points to Cover:

(This talk should be varied for men and women. The points to emphasize and clarify will differ and the speaker should take this into consideration, i.e. many of the men have abandoned their kids; most of the women are still responsible for their children)

1. **Relationships:** Learn to recognize, appreciate and foster those relationships that strengthen you and help you grow (family, coworkers, neighbors, people you admire)
2. **Responsibility:** Learn to be responsible "For" self and "To" others (this is *different* for men and women)
3. **Personal Growth:** Focus on how to grow as a Christian adult. Learn to take care of the self-first before entering a relationship. Love thy neighbor as thyself. You must get to a place where you are happy with your life apart from a dating relationship in order to be happy "with" one. (From: Boundaries in Dating by Cloud and Townsend)

### Suggested Approaches:

1. The speaker should share "some" of their experience, but this is only a small part of the talk
2. How to handle pornography for self and when it appears in the relationship (recommended reading "Everyman's Battle" by Arterburn and Stoeker)
3. Discuss the question that if you never marry can you be a "whole" person
4. What makes a man a man
5. What makes a woman a woman
6. For women, some will feel shame from past sexual experiences, clarify that God can wash them white as snow
7. Men and women really are different; explain, refer to book "Men are From Mars, Women are From Venus" or other books on this topic
8. A Christian will remain sexually abstinent until marriage

### Suggested Scriptures:



## MARRIAGE TALK

**Purpose of the Talk:** This presentation is made jointly by both husband and wife, equally sharing the content and delivery time of their talk. It should explain *how their marriage has* been used by God in their personal relationship, within the family unit, and in their Christian community.

This talk should help the Residents realize that marriage will never be successful without the presence of God. (Length 20 minutes)

### Points to Cover:

1. Marriage is not a "destination", but it is a *point along* the way
2. Marriage is not a 50-50 proposition but rather a 100% commitment
3. God has to have an active role in a Christian marriage (give examples from your own marriage)

### Suggested Approaches:

1. Explain the triangle (as you grow closer to God, you grow closer to each other, as you grow closer to each other, you grow closer to God) A cord of three stands is not easily broken
2. Marriage is hard work
3. "Briefly" summarize your marriage
4. What happens when a couple are not equally yoked, not equal in their faith journey when one grows as a Christian and the other does not.

(Note: *Both the Marriage Talk*, and the *Single Life Talk* which follows should focus on life as a process where God is growing you - as an individual and as a couple)

### Suggested Scriptures:

Mark 10: 6-9

Matthew 19:3-6

## CHRISTIAN IN THE WORLD

Purpose of the Talk: This is the last formal talk. The speaker should begin by quickly reviewing the themes of the three days: to die with Christ, to rise with Christ, to go with Christ. Most of the Residents are anxious to be active Christians, but they have some hesitation because of the obstacles they know will have to be faced. This talk should be an encouragement to them. The speaker should tell them in a practical way: "It can be done one day at a time, and I'm trying to do it. Some days are better and easier than others." Identify and offer truthful examples and methods they can become involved in such as groups and other opportunities to "get involved." Identify simple things and servant roles of service in the church.

### Points to Cover

1. Every single task and behavior we perform in service and response to God is to His glory.
2. These responses allow Him to work through us as an example for others to follow
3. Thus, He can use each one of us as a leader/servant/ worker in His world

### Suggested Approaches:

1. It begins with small things like a smile, a kind word. It is a process which will grow into more.
2. Don't "expect" it to all happen at once
3. We are to plant the seeds
4. It is not going to always be easy
5. These will be a blessing both to you and to others you come into contact with
6. Where you are is not "who" you are  
Bruce Carroll wrote in a song: Wounded people everywhere. And when they look at us, do they see Jesus there? Who will be Jesus to them?  
Who'll show love that restores them again?  
Oh, they do not need a judge, they need a friend  
Who will be Jesus to them?
7. For most people it is not what they think they are that holds them back It is what they think they are not
8. Satan does not care how good your intentions are, so long as they are focused on "tomorrow"
9. Twenty years from now you will be more disappointed by the things you didn't do than by the ones you did. (Mark Twain)

### Suggested Scriptures:

Jeremiah 31.34 I will forgive their sins and I will no longer remember their wrongs. I, the Lord have spoken.

Matthew 11:29-30 Take my yoke upon you, and learn from Me...My yoke is easy and my burden is light

## BEYOND REC

This talk introduces the idea of the "Fourth Day" of REC. The speaker covers (in brief form, staying close to the outline) a number of things to do and not to do to help support the REC program. Notes are not taken during this talk (length: 15 minutes)

### Points to Cover:

1. The "Fourth Day". We told you 3 days; there are really 4. Today is the first day of the rest of your life. The first three days were in ideal conditions. But there are obstacles to the Fourth Day: People may not understand; they may not want to hear about REC; your problems will still be there when you return to the routine of your life (don't forget to talk to God thru prayer and stay in touch with the REC community); the most meaningful thanks you can give the team is to live out your "Fourth Day" as best you can. You don't need to thank the team for anything.
2. You can help REC by encouraging your friends to sign up for a REC; pray for the REC community and future weekends; Write letters to future REC participants; stay in touch with the jail Chaplain and volunteer to help where possible.

You can hurt REC by: talking things out of context. For example, "only" talk about the fun times and the posters. If you only stress the good time you had on the weekend, you could create a false image of REC. Don't break confidences. What was discussed at your table and what you heard in the chapel visits are to be kept in confidence. Don't tell future REC residents everything that takes place on the weekend. Don't form cliques. Remember that you share REC with others by who you are and what you do. Share with everyone the peace, love and joy which you found at REC.

3. Support is available. Give ideas of groups open to them once they leave the facility. Have handouts for groups such as: Crossroads; SOAR, local churches, local Bible studies. **Make sure you mention opportunities for their children and the Pine Haven Pamphlet.** Don't try to make it on your own. You need the support of Christian friends. Be sure to handout or write on a chalk board the mailing address for Day Spring REC. Include the REC website address.
4. REC is an experience that is hard to describe. Show others by your example rather than trying to put REC into words. Share Christ's love and concern for others.

When others ask... rather than try to explain the parts of the weekend, tell them what you personally got out of REC and encourage them to come and see.

Welcome to the REC Family

## **MEANS OF GRACE – must be given by clergy**

### **PURPOSE:**

The single purpose of this talk is to prepare the residents for Dying Moments (to confess their sins to God and receive Christ).

### **POINTS TO COVER:**

1. Holy Sacraments are outward signs of inward changes and have been a part of Christ's church from the beginning.
2. Briefly mention the lesser and more common Sacraments, dwelling only on Baptism and Marriage (because these are the most familiar).
3. An in-depth explanation of the acts and significance of Holy Communion. Of all the talks this should be the least about the speaker and the most about God's Plan of Salvation and what is required of us as Children of God.

### **DYING MOMENTS**

Up to this point in the weekend the overall focus has been leading up to this moment. "Dying Moments" are the points in our lives when we confess and let go of those things that are separating us from God. They may include unconfessed sins, prejudices, feelings of unworthiness, resentments, or anything else that stands in the way of a close personal relationship with Christ. Once these burdens have been turned over to God they are dead to us. The point at which we let go and accept our forgiveness is a dying moment.

## Ideals Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: To lead the listener to examine their own personal values and conclude for themselves that their lives are off track.

Points:        1. What "is" an ideal?  
                    2. Our Ideals change as we grow.  
                    3. Where are you right now?

Desired  
Length:        20 minutes.                      Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPROVEMENT:

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## God Is Calling Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: To assure the listener there is hope for each of them through Christ.

### Points:

1. God knows and loves them.
2. He has a specific plan to lead them, individually, back to a life more abundant.
3. Their lives will never be complete without Him.

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPROVEMENT:

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## Change of Heart Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: To accept the relationship that God offers. We must take the first step by opening our hearts to change.

### Points:

1. We do not have to change before God will save us (that is, we do not have to earn our salvation.
2. It is the patterns in our lives that keep us apart from God and we must be willing to allow those patterns to be changed.
3. God will lead us, gradually, to new life patterns if we are willing.

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPOVEMENT:

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## The Prodigal Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: To cause the listener to understand that their personal sins are not too great for God to forgive.

### Points:

1. The speaker turned his/her back on God.
2. The speaker lived a life of sin
3. The speaker recognized the error of his/her ways and has been accepted back into the loving arms of Jesus.

Desired

Length: 20 minutes. Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPOVEMENT:

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## Sacred Scriptures Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: To make the Residents hungry to know the mysteries and promises of God's Holy Word.

### Points:

1. The Bible is the inspired word of God
2. It is the roadmap to the Christian life
1. It is ESSENTIAL – This is the first leg of the three-legged stool: scripture, prayer and action

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPROVEMENT:

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## God Is Love Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: To cause the residents to understand that, regardless of their station in life, they are precious to God and that the forgiveness of their sins has already been bought with the Blood of Christ.

### Points:

1. Introduce Jesus as *the* perfect example of God's unconditional love, the ultimate sacrifice.
2. This love cannot be "earned".
3. It is already bought and paid for.

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPOVEMENT:

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## Prayer Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: To cause the residents to be at ease with the fact that, because He really does love us, God really wants us to share our inner-most burdens, hopes and gratitude with Him, through prayer.

### Points:

1. Prayer is powerful
2. Prayer is ESSENTIAL to being a Christian (the second leg of the three-legged stool)
3. Prayer is easy.

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPROVEMENT:

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## Christian Life Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

**Purpose:** This presentation should help clear the minds of Residents concerning false images they may have of the "Christian life". This talk should help them understand that they must walk the walk as well as talk the talk because faith without works is dead.

### Points:

1. Dispel false notions of what the Christian life is
2. Tell what a Christian life "really" is
3. The Christian life leads to Christian action, allow God to lead you – this is the 3<sup>rd</sup> leg of the three legged stool)

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPROVEMENT:

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## Single Life Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: There will be seasons in all our lives when we are single (before marriage, divorce, death, or never marry). This talk should help the Residents learn "how" to live as a single Christian during those seasons when they are single.

### Points:

1. Relationships: Learn to recognize, appreciate and foster those relationships that strengthen you and help you grow (family, coworkers, neighbors, people you admire)
2. Responsibility: Learn to be responsible "For" self and "To" others (this is *different* for men and women)
3. Personal Growth: Focus on how to grow as a Christian adult. Learn to take care of the self first before entering a relationship. Love thy neighbor as thyself. You must get to a place where you are happy with your life apart from a dating relationship in order to be happy "with" one.

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPROVEMENT:

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## Marriage Talk Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

**Purpose:** This presentation is made jointly by both husband and wife, equally sharing the content and delivery time of their talk. It should explain how their marriage has been used by God in their personal relationship, within the family unit, and in their Christian community. This talk should help the Residents realize that marriage will never be successful without the presence of God.

### Points:

1. Marriage is not a "destination", but it is a *point along the way*
2. Marriage is not a 50-50 proposition but rather a 100% commitment
3. God has to have an active role in a Christian marriage (give examples from your own marriage)

Desired

Length: 20 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPROVEMENT:

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## Christian in the World Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

**Purpose:** This is the last formal talk. The speaker should begin by quickly reviewing the themes of the three days: to die with Christ, to rise with Christ, to go with Christ. Most of the Residents are anxious to be active Christians, but they have some hesitation because of the obstacles they know will have to be faced. This talk should be an encouragement to them. The speaker should tell them in a practical way: "It can be done one day at a time, and I'm trying to do it. Some days are better and easier than others." Identify and offer truthful examples and methods they can become involved in such as groups and other opportunities to "get involved." Identify simple things and servant roles of service in the church.

### Points:

1. Every single task and behavior we perform in service and response to God is to His glory.
2. These responses allow Him to work through us as an example for others to follow.
3. Thus He can use each one of us as a leader/servant/ worker in His world.

Desired Length: 20 minutes.      Actual time:

### STRONG POINTS:

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### SUGGESTIONS FOR IMPOVEMENT:

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## Beyond REC Critique

### INSTRUCTIONS:

A spiritual team member should be in each group for their perspective. Pray for each speaker before the talk. Review the following Purpose and Points to be covered with the team. Ask for a volunteer to time the talk.

Explain that following each talk, the speaker will leave the room. The group will then list 2 or 3 strong points and, if needed, 2 or 3 suggestions that could strengthen it further. Remind the speaker these are suggestions to help the Residents get a clear understanding of the talk topic.

Remember to discuss the time and length of talk. Time is important! If too long or too short, suggest possible ideas to help the speaker.

Speaker returns and short discussion follows. Be kind, positive and allow each speaker to be themselves.

Purpose: This talk introduces the idea of the "Fourth Day" of REC. The speaker covers in brief form a number of things to do and not to do to help support the REC program.

### Points:

1. The "Fourth Day" – the first day of the rest of your life.
2. Things that can help the REC.
3. Things that can hurt the REC.
4. Support is available. Don't try to make it on your own. You need the support of Christian friends. Be sure to handout or write on a chalk board the mailing address for DaySpring REC. Include the REC website address. **Make sure you mention the opportunities for their children and the Pine Haven pamphlet.**

Desired

Length: 15 minutes.

Actual time: \_\_\_\_\_

### STRONG POINTS:

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### SUGGESTIONS FOR IMPOVEMENT:

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**MANUAL INSERT – TEAM PRAYER CHART + TEAM ROSTER**

**The following pages contain Blank standard forms which can be manually completed and given to the team.**

**MANUAL INSERT – SMALL GROUPS AND RESPONSIBILITIES**

## **Note to the Lay Director:**

**This file has a 6 page Word document that contains an outline for each REC working group.**

**This information will be inserted in the personalized Team Manuals along with other files such as the Team Prayer Chart and Team Roster (Please: Do not stick any labels on the manuals). It will serve as an outline for small group discussions during the first Formation meeting when Team Manuals will be distributed.**

## ROLES OF ASSISTANT LAY DIRECTORS

There are two Assistants. Each has a separate and distinct role during formation meetings and during the weekend. These roles are generally not interchangeable. They are complementary and support the Lay Director.

| <b><u>PERIOD</u></b>      | <b><u>Assistant for Finance</u></b>                                                                                                                                                                                                                                                                                        | <b><u>Assistant for Programming</u></b>                                                       |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| <b><u>Formation</u></b>   | Collects and dispenses funds, maintains accurate and complete financial records. Sells Tee-Shirts.                                                                                                                                                                                                                         | Assists LD by keeping time and agenda. Assists LD with handouts. Acts as his “Right-Hand-Man” |
| <b><u>Lodging</u></b>     | Assist the Lay Director as requested.                                                                                                                                                                                                                                                                                      | Assist the Lay Director as requested.                                                         |
| <b><u>REC Weekend</u></b> | <p>Introduce the residents and announce table assignments.</p> <p>See to it the team stays on schedule. Coordinates with the LD when adjustments are needed.</p> <p>See to it that someone is in prayer before, during and after each talk. See to it that the speaker has the Speaker’s Cross before giving his talk.</p> | Reads REC script and makes announcements to the group.                                        |

## **ROLE OF THE MUSIC TEAM**

1. Music is a vital part of the REC program worship experience. The Formation Meetings and the REC weekend are all important events needing the music team
2. Formation meetings are an important time of bonding among team members. It is important for the Music Team to participate and become fully integrated into the team. In addition, their effort adds an important dimension to the worship experiences that occur during the team formation process.

During the Formation Meeting periods they are not performing, the time should be spent discussion about their music selections, and the logistical aspects to get maximum participation during the weekend. Equipment items needed to display music for everyone, Etc., must be identified and obtained. These decisions should be planned during the formation meetings and not be left to the last moment.

3. Music during The REC Weekend is a vital tool for worship and for bringing everyone closer relationship with Jesus. It is amazing to watch residents respond to the music and to sometimes display incredible musical gifts and talents. This is all brought out and released through the power of music.

Throughout the weekend the team must be constantly aware of the mood and direction of the activities and presentations. Your awareness and timing are often critical to heightening the feelings and mood of the events and entire weekend experience. Your ability to respond on a moment's notice with appropriate music often has dramatically and far-reaching results.

Over the course of the weekend, a wide variety of musical types, flavors, styles, and moods can be effectively applied. And, a number of intimate worship experiences can be amplified. The residents always express great joy and appreciation.

## **ROLE OF THE SPIRITUAL TEAM**

1. The Spiritual Team is an integral part of the Formation team. At these meetings, the Team provides spiritual leadership and direction. They encourage an attitude of reverence and spiritual development of the team. They provide prayer and offer communion.

A member of spiritual team is required to preview each talk presented during the weekend. The Spiritual Team conducts the team's Dying Moments Service. The Spiritual Team conducts the teams' anointing service, and Dying Moments for the Team on Friday.

2. During the Weekend they perform special tasks and are available to the residents for counseling and prayer. Since the REC is considered a "Lay Ministry" the weekend is primarily devoted to planting seeds and expressing the Love of Christ Jesus through personal testimonies and various forms of Agape. An "Alter Call" should only be conducted with full permission of the Lay Director and should be associated with the most intense spiritual moments of the weekend such as Dying Moments and/or after Candlelight Service.
- The following are unique responsibilities expected of the Spiritual Director who is approved by the REC Board:
    - a. Has final word on interpretation of Scripture during the weekend;
    - b. Gives morning meditations on both Saturday and Sunday;
    - c. Remains at the facility during the Candlelight service and performs Dying Moments;
    - d. Conducts Communion Service on Sunday afternoon;
    - e. Facilitates Baptisms (if requested by Residents) at a date following the REC.
  - The Means of Grace talk is to be given by a member of the Spiritual Team. If available, members of the Spiritual Team may also give the God is Calling and God is Love talks. A spiritual team member prays with speakers before and after their talks.
  - At Candlelight Community Service, a member of the Spiritual Team co-leads the service together with the ALD. Spiritual Team provides prayer, gives the meditation, and conducts Communion for the Community.

**Please Note:** The Spiritual Team may be comprised of clergy and this is encouraged, but is not a requirement. The Spiritual Team should be approved by the Board.

## **ROLE OF TABLE LEADERS**

1. During Formation meetings, critique talks and individually prepare at least one question for each talk you hear. The question should be one you would ask the residents at your table to stimulate discussion and address the purpose of the talk. Be prepared to be called upon to express your question.
2. REC Weekend:
  - Keep on the subject AND FOCUSED – be kind, but firm, in directing.
  - Help table participants “gel” as a group
    - a. Develop friendships
    - b. Develop trust level
    - c. Be aware of special needs – Those who can’t read, etc.
  - Get the ball moving
    - a. What struck the group as meaningful or raised questions?
    - b. Throw out a thought from talk to get going if group is slow. Encourage reactions.
  - BE A FACILITATOR - Encourage participation without forcing anyone.
    - a. Try to be sensitive whenever you feel a quieter member has something to contribute.
    - b. Help open the door for her contribution, but don’t force.
    - c. May need to police the overly talkative.
    - d. May alternate between spontaneous or around-the-table sharing opportunities.
  - Summarize and tie together periodically.
  - Try to move ahead whenever it seems discussion on a particular point has been Sufficiently exhausted.
  - The table leader leads the group in prayer during chapel visits on Saturday. The assistant table leader closes the chapel visit.
  - Participate in Cross Ceremony by giving crosses to residents. Gives Agape Bags to residents at closing.
3. Report the status and progress of your table when the team de-briefs after returning to the lodging site each night.
4. Performs other tasks as requested by the Lay Director.

## **ROLE OF ASSISTANT TABLE LEADERS**

1. Prior to Formation meetings, prepare talks using the outline and support information provided by the Lay Director. At the assigned formation meeting, present the talk to the team. Prayerfully consider and implement critique comments.
3. REC Weekend:
  - Support the Table leaders before and after talk is given.
  - Help table participants “jell” as a group
    - a. Develop friendships
    - b. Develop trust level
    - c. Be aware of special needs – Those who can’t read, etc.
  - Get the ball moving
    - a. What struck the group as meaningful or raised questions?
    - c. Throw out a thought from talk to get going if group is slow. Encourage reactions.
  - BE A FACILITATOR - Encourage participation without forcing anyone.
    - a. Try to be sensitive whenever you feel a quieter member has something to contribute.
    - b. Help open the door for her contribution, but don’t force.
    - c. May need to police the overly talkative.
    - d. May alternate between spontaneous or around-the-table sharing opportunities.
  - Try to move ahead whenever it seems discussion on a particular point has been sufficiently exhausted.
  - The assistant table leader leads the group in prayer at the end of chapel visits on Saturday.
  - Participate in Cross Ceremony by reading names of table residents and handing out Certificates. Gives Agape Bags to residents at closing.
4. Report the status and progress of the table when the team de-briefs after returning to the lodging site each night.



## **ROLE OF THE AGAPE TEAM**

1. This is a very important part of the REC team. It is like being a stage hand; always prepared for the next segment of the program. You really are as an enabler, enabling the REC weekend to run smoothly.
2. Only the Agape Team Leader is authorized to handle the Agape Team finances. He will make provide funds and keep receipts. His record of expenditures will be furnished to the Assistant Lay Director for finance for reimbursement that is due by the REC.
3. Below are some of the responsibilities of the Agape Team at Formation meetings: Prepare the supplies, help set up and cleanup for the formation meetings.
4. Below are some of the roles of the Agape Team at the lodging site:
  - Receive and prepare the Agape that comes in.
  - Prepare the supplies and setup at the lodging facility.
  - Set up snacks and meals + help cleanup when finished.
  - See that the name tags, crosses and agape bags are prepared and properly stored for Cross Ceremony.
5. You must familiarize yourself with the locations and activities that are to occur during the weekend. Assist one another and the Agape Team Leader in meeting the needs and special requests of the residents and the team while at the facility.
  - Set up the space and prepare tables at the facility for the weekend.
  - Deliver and pick-up the photos (5 X 7 with no border).
  - See that speaker's Handouts are given to residents at the proper time.
  - Prepare and serve coffee and refreshments.
  - Collect the posters and display after the poster showings.
  - Hang the banners for each day.
  - Set up for all communion services and the Candlelight.
  - Prepare and stuff agape bags and insure they are available for the residents after the Closing Ceremony.
6. Perform other tasks as requested by the Lay Director.

# LAY DIRECTOR'S MANUAL

## PART 4

### REC WEEKEND GUIDES

[MEN'S AND WOMEN'S REC WEEKEND SCRIPTS](#)

[REC WEEKEND MOMENT BY MOMENT](#)

# NOTE TO LAY DIRECTOR

IT IS HIGHLY RECOMMENDED THAT THE SCRIPT BE  
COPIED AND PLACED IN A SEPARATE 3-RING  
FOLDER  
FOR THE WEEKEND.

[Men's and Women's Script](#)

## **LAY DIRECTOR & ASSISTANT LAY DIRECTOR'S SCRIPT**

### **FRIDAY INTRODUCTION:**

#### **(LD to PODIUM):**

Welcome to \_\_\_\_\_ County, REC # \_\_\_\_\_.

I am \_\_\_\_\_, your Lay Director for the weekend.

I would like to introduce the Spiritual Team, which will be available for you this weekend. They are: \_\_\_\_\_

REC stands for "Residents Encounter Christ." We want you to get the most from your weekend with Christ, and we ask a few simple, easy-to-follow things of you.

1. Have an open-heart and mind to all you hear and do over the next 3 days.
2. Have a spirit of cooperation and participation.
3. Have a spirit of generosity and concern for others – for all those making this REC with you.

The most important thing we ask is that you take responsibility for the success of this REC. It is your REC and it will be exactly what you make it!

I would like to introduce my Assistant Lay Leaders to you. They are \_\_\_\_\_ and \_\_\_\_\_. We, in a positive way, are responsible for you this weekend.

We remind you of the commitment you made to be here for the entire weekend. If you desire to leave for any reason, please let me, or one of the Assistants, or a Spiritual Team member know immediately.

Again . . . we welcome you . . . each of you! We are very happy to be here with you this weekend.

I Will now turn things over to my Assistant \_\_\_\_\_ who will get things started.

#### **(ALD TO PODIUM):**

Thanks you \_\_\_\_\_, It is a real pleasure for me to be here with you guys this weekend. I would like to start us off by discussing some RULES FOR THE WEEKEND. I know you hear that a lot these days, but these rules will be easy:

First, Try to set aside everything you might have heard about REC – any preconceived ideas that you may have already formed.

Second, please don't compare REC with any other Christian experience in which you have participated. We believe REC is unique, and after 3 days, we think that you will agree with us.

Third, Trust us! We know what we are about! We, as a team, have been in prayer for this REC weekend for nearly \_\_\_\_months. And the Table Leaders have been individually praying for you, by name, since they received your names. So, please, trust us.

And Fourth, It's not accidental that you are here. You responded to an invitation! You, alone, made the decision to answer Christ's call to be here for REC, as we all have. God called each of us in this room. Each of us responded by our presence here.

Incidentally, you might find it interesting that all team members pay to participate in this program. REC is self supporting through the contributions of our team.

Let me repeat: We ask for your Trust. Believe me. We have a plan! Every minute has its meaning. Try not thinking about what is behind, or what happened yesterday, and try not to anticipate what you'll be doing next.

Please listen especially close to what I'm about to say.

Nothing . . . absolutely nothing, will be forced on you during this REC.

**(ALD TALK CONTINUES)**

**(ALD TALK CONTINUES)**

These tables where you are sitting will be your permanent tables during this weekend. I ask that each group pick a name for your table. You will be called by that table name the entire 3 days.

Would all of the Table Leaders please stand and introduce yourselves. \_\_\_\_\_

These guys will help lead discussions at your tables and help answer any questions that you might have during the weekend.

During your REC you will be hearing a number of talks. Please take notes during these talks. There is plenty of room in your REC notebook. It's important to take notes so that you can review them later. After the talks you will have a short discussion period.

You'll want to put your name in your notebook and wear your name tag during the entire REC. Please leave your name tag, pen and notebook here when you leave at the end of each day.

The people who will talk to you, in most of cases, are not professional speakers. That is, they do not speak for a living. They are just like you and me, folks who don't have speaking experience and don't feel comfortable standing in front of groups.

What each of them is, is this . . . a willing Christian who wants to share their love for Christ and their Christianity with you.

Now, I would like to introduce some folks who are offering their God-given gifts for music this weekend. They have worked really hard preparing the music on your REC. I'll begin by introducing \_\_\_\_\_ who is their Team Leader. The music Team will teach us our theme song for the weekend after he introduces the other members of his team. Following that, we'll introduce our first speaker.

**(ALD LEAVES PODIUM)**

Music

**(ALD TO PODIUM)**

It's time to Introduce our first speaker for the evening. The name of the talk is: "IDEALS" and it will be given by: \_\_\_\_\_.

**(ALD LEAVES PODIUM)**

(Theme Song + IDEALS TALK + Pray out Partner at Podium)

**(ALD TO PODIUM)**

At your tables, please take about 15 Minutes to discuss the purpose and main points you found in this talk.

**(ALD LEAVES PODIUM)**

Discussion

**(ALD TO PODIUM)**

It's time to Introduce our second speaker for the evening. At the beginning of each talk, the speaker will start with a short prayer called "*Prayer to the Holy Spirit.*" We ask you to join in as he reads it out loud. It is located on the inside cover of your notebook. The name of this talk is: "God Is Calling" and it will be given by:

\_\_\_\_\_.

(Theme Song + TALK + Pray out Partner at Podium)

**(ALD TO PODIUM)**

At your tables, please take about 15 Minutes to discuss the purpose and main points you found in this talk. But before we begin...

I would now like to introduce this weekend's Agape Leader \_\_\_\_\_, who will introduce the other members of the team.

**(ALD LEAVES PODIUM)**

Agape Leader Takes Podium, Into chart, banners, letters, and Team.

Departs.  
Discussion  
**(ALD TO PODIUM)**

Introduce Music Team + Sound . This team will be with us all weekend providing songs of worship and praise. Right now, they will lead us in music and after that, we will have a short break.

After Break  
**(ALD TO PODIUM)**

Before we begin our next talk, I would like to introduce this picture representing Jesus. (Raise, show Residents, + Turn on the light)

Note there are bars separating us from Him. The question we must ask ourselves is what do these bars represent and why are they there separating us from Christ? What we will be dealing with all weekend is how to get rid of those bars – those locked doors of our heart that keep Christ on one side and us on the other. We have no control over the locked doors here at \_\_\_\_\_ jail, but we have complete control over the locked doors of our heart and life that keeps us from God. This weekend we will see how to unlock those bars & let Christ in.

It's now time to Introduce our final speaker for the evening. The name of this talk is: "Prodigal" and it will be given by: \_\_\_\_\_.

(Theme Song + TALK + Pray out Partner at Podium)

**(LD TO PODIUM)**

There will not be a discussion of the talk you just heard.

The Theme for our first day of REC is "Unless a wheat grain dies it remains only a single grain." We must die to our old self to live. Remember the points of the talks you heard this evening.

Go and have a good night's sleep, and we will see you at (8:00) a.m. tomorrow.

Please leave your name tag, your pen and note book at your table.

**RESIDENTS DEPART**



## **SATURDAY**

### **MORNING INTRODUCTION**

#### **(LD TO PODIUM)**

The Theme of Yesterday was to “Die to Self”

To “Rise with Christ and live in the World” is Today’s Theme. Dying to self is not easy, but to love, one must risk being hurt . . . to die to yourself. Today is our day of awakening! A bridging of the gap between death to self, and a full life in Christ

Let’s not limit God because of our own limitations. Not one of us can do the job of living all alone. We need other people! God’s gift is waiting . . . all you have to do is push aside the clouds, and take it! But the only way to keep God’s love is by giving it away! This will become evident to you in many ways.

Today, after each talk, your table will again discuss that talk writing down notes summarizing the talk.

Also, today, you will have the opportunity to make a poster about each talk. We will share them with each other later this afternoon.

Let’s begin with our Theme Song.

#### **(LD LEAVES PODIUM)**

Music

#### **(ALD TO PODIUM)**

We will begin the day as many Christian do, through a devotional study centered in the Word of our Lord given through the Bible. To lead us in our study this morning will be a member of the Spiritual Team \_\_\_\_\_.

#### **(ALD LEAVES PODIUM)**

Devotional By Spiritual

#### **(ALD TO PODIUM)**

It's my pleasure to Introduce our first speaker for the morning. The name of this talk is: "Change of Heart" The talk will be given by: \_\_\_\_\_.

(Theme Song + TALK + Pray out Partner at Podium)

**(ALD TO PODIUM)**

As was pointed out earlier, this morning we are going to start making posters. Since you seem to be enjoying the weekend so much, we believe you will also like a chance to show your table's artistic talent. The Agape team will be passing out poster boards, and on your tables is a box of supplies you can use. We want you to prepare posters that best explain the talks you have already heard, and each one that comes up through the day. To make it interesting we have decided to make it competition between tables. It is important each member at your table participates. At the end of the day, we will select and award the best. So, do your best artwork. And the more posters you complete, the better your chances at winning. I want to wish each table good luck.

Now, At your tables, please take about 15 Minutes to discuss the purpose and main points you found in this talk., and begin working on your first posters.

**(ALD LEAVES PODIUM)**

**(ALD TO PODIUM)**

It's my pleasure to Introduce our next speaker for the morning. The name of this talk is: "Sacred Scripture" The talk will be given by: \_\_\_\_\_.

(Theme Song + TALK + Pray out Partner at Podium)

**(ALD TO PODIUM)**

**[ONLY FOR BRANCHVILLE REC]** The REC team and Board know the vital importance of God's Word given through the Bible. We are committed to His word and allowing others to know it. If you need a Bible let your chaplain or facility staff know and they will provide you with one.

You may now use the next 15 minutes for table discussions and to continue poster preparations.

**(ALD TO PODIUM)**

We will now take a \_\_\_\_\_minute break. We will begin at \_\_\_\_\_.

**(LD TO PODIUM)**

You will also notice up here in front, a candle in the box with Jesus. I am going to turn the light on and it will remain lit throughout each talk. The lit candle simply represents Christ. It is the visible sign of Christ's presence with us. The symbol of light is found throughout Scripture. Christ is referred to as the light of the world. And throughout this weekend the lighted candle will remind us of the reality of the presence of Jesus here with us.

**(LD LEAVES PODIUM)**

**(ALD TO PODIUM)**

Thank you \_\_\_\_\_. Before we introduce the next talk, I would like to take a moment to explain how the candle will be lit. It is lit now. It will continue to burn during each talk symbolizing the presence of Christ with the speaker and His Word given to us. After the talk, the person who comes and prays for the speaker will extinguish the Christ Candle. This shows the presence of Christ now moves within our hearts. I will re-light the candle each time I introduce a talk and speaker. This will be repeated throughout the REC weekend.

Our next speaker this morning is giving a talk titled "God Is Love." It will be given by:

\_\_\_\_\_.

**(ALD LEAVES PODIUM)**

(Theme Song + TALK + Pray out Partner at Podium)

**(ALD TO PODIUM)**

Now, At your tables, please take about 15 Minutes to discuss the purpose and main points you found in this talk., and continue working on your first posters.

**(ALD LEAVES PODIUM)**

**(ALD TO PODIUM WITH LUNCH INSTRUCTIONS)**

Return from Lunch

**(ALD TO PODIUM)**

It's time to introduce our next speaker for the day. The name of this talk is: "Prayer." It will be given by: \_\_\_\_\_.

**(ALD LIGHT CANDLE + LEAVE)**

(Theme Song + TALK + Pray out Partner at Podium)

**(LD TO PODIUM)**

Before you begin your discussion and poster, I would like to share with you about what we call “Chapel Visits.” We hope that at this REC, you have found a closer relationship with Christ. We want to give you an opportunity to express that love to Christ . . . to talk to Him as a Friend . . . someone you Love.

You will have the opportunity to go, as a table, off in another area and pray, or talk to God. If you want to express your feelings, your love for Christ, out loud, please feel free to do so.

Your Table Leaders will have a cross to hold as they begin talking to God. They will then pass the Cross around the circle. If you want to speak to Christ silently in your heart, hold the Cross in your hands for a couple of minutes. When you have finished your conversation with Christ, pass the Cross to the next person.

Please take this opportunity to consider talking with God out loud. This will help you experience a oneness as you hear yourself speaking with your Heavenly Father. Your Prayer Time will be short – about 15 minutes – giving each person one to two minutes to pray. (OPTIONAL, DEPENDING ON THE FACILITY: Two or three tables may go at a time while the rest of you are discussing and doing your Poster.)

Be considerate of each person at your table. Table Leaders let us know when your group is finished by raising your hands. Please remain quiet until all tables have completed their prayer time.

**AFER TABLES HAVE PRAYED AND HAD A BREAK**

**(ALD TO PODIUM)**

It's time to introduce our next speaker. The title of the talk is: “Christian Life.” It will be given by \_\_\_\_\_.

**(ALD LIGHT CANDLE + LEAVE)**

**(Theme Song + TALK + Pray out Partner at Podium)**

**(ALD TO PODIUM)**

Now, At your tables, please take about 15 Minutes to discuss the main points you found in this talk and continue working on your first posters.

**(ALD LEAVES PODIUM)**

Table Discussion

**(ALD TO PODIUM)**

Well we can see you have been working hard on making yours the best posters. I will now turn things over to the Agape Team Leader, who will discuss how they will be judged, and winner selections.

**(ALD LEAVES PODIUM)**

Poster Party

**(ALD TO PODIUM)**

It's time to introduce our next speaker. The title of the talk is: "Means of Grace." this talk will be given by a member of the Spiritual Team,

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**(ALD LIGHT CANDLE + LEAVE)**

ALD + Music + Agape depart for Candlelight Ceremony

# Community Candle Light Schedule

(Example)

Saturday

6:30pm      Community gathers, Agape team collects hometowns &  
Names + gives candles, music (as time permits).  
ALD – Community Announcements, Opening Prayer  
ALD – Read LD Letter  
                Intro Spiritual Team Member  
Spiritual Team  
                –Prayer of blessings on the offering  
                    Receive Offering + Prayer (music optional)  
                    Prayer by Names  
                    Devotional  
                    Communion  
Gather for Candle Light Ceremony  
(music optional if time permits)  
Arrival – LD  
                Read List of Cities  
                Intro Theme Song  
Community Departs from the Facility

NOTE: Do not make any comments or references during the service about any of the residents, their situations, cases or specific conditions.

## **Community Arrives for Candlelight Service**

### **(LD TO Residents)**

While we were having our dying moments, the *R.E.C.* Community gathered at a nearby church. Out of their love for Christ and their love **for you to** they celebrated Holy Communion on your behalf. They have prayed for you by name as an act of love. They have done this to move you closer to the realization of God's love. Can you imagine that - men and women who may not even know you, want you to realize that God loves you? Can there be anything greater than the body of Christ loving us on behalf of Christ?

They have come all around the area...from\_\_\_\_\_, from \_\_\_\_\_

As they depart, let us respond by singing our "Theme Song" song to let them know we appreciate and accept that love.

## **Community Departs**

### **(LD TO PODIUM)**

I ask that everyone quietly gather at their tables and remain quiet. Consider this a time of quiet reflection. I ask that during these quiet moments everyone quietly relax, close your eyes, think about your experiences today, and what you are feeling in your heart now.

As you think about the love you have seen from tonight's outpouring from people who don't even know you, consider how much more Jesus loves you and wants you to know that. If you would like to privately talk about your feelings or share questions you have, simply raise your hand. Your table leader or another member of the team will come by.

I ask that we all remain respectfully quiet for those who want to share and have questions for the remainder of the evening here.

You may want to pray privately. You may want to come forward and pray with one of the spiritual team or another member of the team. You may come alone or with a friend. This is your private time and the team is here to support you and be available

I want to ask everyone to think about all that we have experienced together today as we depart this evening for sleep.

I wish you a good night's rest, and look forward to being with you in the morning.

## **PACK AND LEAVE.**

## **SUNDAY**

### **MORNING INTRODUCTION**

#### **(LD TO PODIUM)**

Good Morning, it is good to be with you. I hope you had a good night's rest.

The Theme for the first two days of REC has been "To Die with Christ", and "To Rise with Christ". Today the theme for our third and last day is "To Go Forth." To go back into life as one in whom Christ is living.

"To Go Forth" here means, not only into a place, but also to "Go forth" inwardly. Christ calls each of us to a holiness which is a constant pursuit of a closer relationship with God.

He preached Holiness of Life to every one of His Disciples, regardless of their situation. There are various ways in which this Holiness vocation can be lived and today we would like for each of you to start thinking and looking upon your present and future vocations in terms of "A Call to Holiness."

We will begin again this morning with a devotional presented by a member of the Spiritual Team, \_\_\_\_\_.

#### **(LD LEAVES PODIUM)**

Spiritual Team – Morning Devotional

#### **(ALD TO PODIUM)**

Good Morning...We begin today with a talk on the "Single Life" and it will be immediately followed by a talk on "Married Life." There will be no break between the talks for discussion. Instead, after the Marriage talk, all three speakers have finished their talks, they will be available to answer any questions you may have about their lives, or their talks.

#### **(ALD LIGHT CANDLE + LEAVE)**

(Theme Song + TALK + Nest Speakers at Podium)

Talks + Question and answer period.

#### **(ALD TO PODIUM)**

Thank the speakers for their willingness to share their personal stories, and how God has worked in their lives.

(Turn off candle, give instructions for lunch and dismiss)



**Sunday-Return from Lunch)**

**(ALD TO PODIUM)**

It's time to introduce our next speaker. The title of the talk is: "Christian In The World"  
It will be given by \_\_\_\_\_.

**(ALD LIGHT CANDLE + LEAVE)**

(Theme Song + TALK + Pray out Partner at Podium)

**(ALD TO PODIUM)**

It's time to introduce our final REC speaker. The title of the talk is: "Beyond REC."  
For this talk, you do not have to take notes. Please give the speaker your full  
attention. The talk will be given by \_\_\_\_\_.

**(ALD LIGHT CANDLE + LEAVE)**

(Theme Song + TALK + Pray out Partner at Podium)

**(ALD TO PODIUM)**

This concludes the formal presentations of your REC weekend. We sincerely hope and pray this experience has brought you closer to God, and to our Lord and Savior, Jesus Christ. But before we start to close our weekend, we want to present you with a personal certificate confirming your completion of the REC Program. These items will be kept with your personal effects for you if you are unable to retain them here.

**[Note: Next 2 paragraphs apply to Branchville RECs]**

You will notice your cross is like the ones worn by the team members. They identify your REC weekend as being part of the national Emmaus Community. It is our prayer that after being released, you will continue to grow in your walk with Jesus by participating in other Emmaus Community programs and activities. Perhaps you will complete a Walk to Emmaus weekend. That's how the team received our crosses. This cross does not set you apart from other Christians. You have not joined a special club or society, but simply accepted your responsibility in the ministry of love in the name of Jesus Christ.

The cross that you will receive is a very special cross. It, has been prayed over by your sponsor and other Christian friends. They have prayed for you when they held that cross in their hands. There is nothing magic about this cross, but is your special cross and your connection to God through this very-special ministry.

To receive your [**Branchville: cross**] and certificates, we will proceed one table at time. The Table Leader and Assistant Table Leader will come up front.. The ATL will read your name and present your certificate.

You will then go over the Table Leader who is holding your Bible [**Branchville: cross**]. When you arrive in front of him, we want you to softly say these words: **“I am counting on Christ.”**

Your Table Leader will respond with the words: **“Christ is counting on you.”** At that time, he will hand you your certificate [**Branchville: place the cross around your neck**].

After you have received your certificate [**Branchville: cross**], we ask you to quietly return to your seat. We ask you to remain silent until everyone has received their cross.

I would now like to ask leaders of (name of table) to come forward and make their presentations.

(Continue through remaining tables)

This ALMOST concludes the Cross Ceremony, but we seem to have one additional cross remaining to give out...

**(ALD INVITES LD TO PODIUM)**

Throughout the weekend the team has shared this cross and a second one just like it. Each speaker was prayed over in the adjacent room just before they came forward to speak. When they came forward, each one carried one of these crosses throughout the entire talk. The whole time they were talking, a person remained in the adjacent room praying for them and holding the second cross. These actions acknowledge it is Jesus who gave the speakers the words and the strength to say them. It is the power of prayer that gave the speakers confidence and focus.

This cross is presented to the Lay Director from the REC community as a small way of saying “thanks” for your willingness to lead. It’s also a token of the love and respect the team has for your direction, guidance, patience, and awareness that God was always in control. He was a rock of strength throughout the weekend and during the months of planning as we prepared for this REC weekend. Thanks Brother on behalf of the REC Board, and your REC Team.  
(Applause)

Please share with us your feelings about the weekend...

**(ALD LEAVES PODIUM)**

**(LD AT PODIUM)**

LD gives short personal account “What This weekend has meant to me.”

Now I would like to give each one of you an opportunity to talk. We would like to know how this REC weekend experience has influenced you. To do that now we invite you to come up to the podium and answer two questions:

First: What did this weekend mean to me?  
And, second: What am I going to do about it?

When you come up, we ask that you begin by saying your name and your table. Then answer the questions. To help you remember the questions, they are taped up here on the podium.

We ask that you limit your comments to answering these two questions. We also ask that you keep your answers brief, so all who wish may have a chance to speak.

To help you get started, we will give a couple of examples. I have asked \_\_\_\_\_ and \_\_\_\_\_ to come to the podium and show us how to do it. I ask that no team members come forward after these examples, this time is for the residents only.

After residents have finished, the podium will be left open for you to come forward.

(LD leaves podium open and gently encourages 2 or 3 times with one or two minutes having no respondents. At end, LD offers one final opportunity.)

**(ALD TO PODIUM)**

As we near the close of this REC weekend, we would like to share one final time of Communion with you as part of the whole REC community. I invite our Spiritual Director \_\_\_\_\_ to come forward at this time and lead us.

**(ALD LEAVE PODIUM)**

**Communion**

**(LD TO PODIUM)**

As we leave, we have a parting gift for each of you. Your Table and Assistant Table Leaders will give out bags of "Agape" made especially for you and like all forms of agape, express the gift of selfless love. Your bag contains a copy of the group photo we took on Friday evening. It also contains several notes and letters from the team and the community. We know you cannot look at all the items now, but you can take the bag back to your bunks and go through one item at a time. We hope these will offer you a remembrance of your weekend. These bags of agape are given by your family in Christ, who encourage you to always say "yes" to the Lord and Walk for Christ. Goodbye and God Bless you.



# REC MOMENT BY MOMENT

## FRIDAY

|                                                                                                        |                                                  |
|--------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| Arrive at lodging facility, unpack & setup                                                             | Agape Team                                       |
| Team Arrives, unpack                                                                                   | All                                              |
| Open with Prayer<br>Music<br>Give Table Leaders (TLs) and Assistant Table<br>Leader (ATLs) assignments | Spiritual Director<br>Music Team<br>Lay Director |
| Anointing Service, if not completed<br>Preview Talks, if still needed                                  | Spiritual Director<br>All                        |
| Prepare name tags, crosses, decorate agape bags                                                        | TLs & ATLs                                       |
| Special Music, if LD chooses                                                                           | Music Team                                       |
| Devotional & Dying Moments                                                                             | Spiritual Director                               |
| Facility representative arrives to discuss rules,<br>regulations & provide residents' names            |                                                  |
| Pray over crosses                                                                                      | TLs & ATLs                                       |
| Lunch                                                                                                  |                                                  |
| Clean up, pack and free time                                                                           | AGAPE TEAM                                       |
| Leave for facility                                                                                     |                                                  |

|                                                                                                                                                                                                          |                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| Unpack and setup at facility                                                                                                                                                                             | AGAPE TEAM                                                                   |
| Music<br>Welcome Residents as they arrive                                                                                                                                                                | Music Team<br>All                                                            |
| Table Assignments & Group Photo                                                                                                                                                                          | ALD                                                                          |
| Dinner with Residents                                                                                                                                                                                    | Lay Director                                                                 |
| Break<br>LD & ALD Scripted Comments, Instructions, and<br>Introductions                                                                                                                                  | Lay Director                                                                 |
| Teach Theme Song<br>Pray in Speaker # 1                                                                                                                                                                  | Music Team<br>Spiritual Team                                                 |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 1 - Ideals</b> (20 mins)                                                                                                                              | ALD<br>Music Team<br><b>SPEAKER</b>                                          |
| Discussion of Ideals Talk<br>Pray in Speaker # 2                                                                                                                                                         | ALD<br>Spiritual Team                                                        |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 2 - God is Calling</b> (20 mins)                                                                                                                      | ALD<br>Music Team<br><b>SPEAKER</b>                                          |
| Discussion of God is Calling Talk<br>Introduce Agape Team Leader,<br>WTL intro team, presents letters, prayer chart,<br>banners<br>Introduce Music Team<br>Music<br>Break (10 min.) + Pray in Speaker #3 | ALD<br>Agape Leader<br>Agape Team<br><br>ALD<br>Music Team<br>Spiritual Team |
| Introduction of Jesus Picture<br>Introduction of Speaker<br>Theme Song<br><b>Talk # 3 - Prodigal</b> (20 mins)                                                                                           | ALD<br>ALD<br>Music Team<br><b>SPEAKER</b>                                   |
| Music - Special Song, if applicable                                                                                                                                                                      | Music Team                                                                   |
| Closing                                                                                                                                                                                                  | Lay Director                                                                 |

|                               |              |
|-------------------------------|--------------|
| Return to lodging             |              |
| Discuss day's activities      | Lay Director |
| Pray in Saturday's Speakers   | All          |
| Complete Letters to Residents | All          |
| Lights Out                    |              |

## **SATURDAY**

|                                                                                          |                                     |
|------------------------------------------------------------------------------------------|-------------------------------------|
| Rise and Shine                                                                           | Agape Team                          |
| Breakfast                                                                                | Volunteers/Agape                    |
| Leave for facility                                                                       |                                     |
| Music<br>Welcome Residents as they arrive                                                | Music Team<br>All                   |
| Music                                                                                    | Music Team                          |
| Morning Meditation                                                                       | Spiritual Team                      |
| Introduction to Day Two<br>Pray in Speaker # 4                                           | Lay Director<br>Spiritual<br>Team   |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 4 - A Change of Heart</b> (30 mins)   | ALD<br>Music Team<br><b>SPEAKER</b> |
| Discussion of A Change of Heart<br>Explain / Begin Making Posters<br>Pray in Speaker # 5 | ALD<br>Spiritual Team               |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 5 - Sacred Scriptures</b> (20 mins)   | ALD<br>Music Team<br><b>SPEAKER</b> |

|                                                                                                                         |                                                      |
|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| Tell about Bibles/Discussion of Sacred Scriptures<br>Talk                                                               | ALD                                                  |
| Break<br>Music                                                                                                          | ALD<br>Music Team                                    |
| Light the Christ Candle in Jesus box<br>Pray in Speaker # 6                                                             | Lay Director<br>Spiritual Team                       |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 6 - God is Love</b> (20 mins)                                        | ALD<br>Music Team<br><b>SPEAKER</b>                  |
| Discussion of God is Love Talk                                                                                          | ALD                                                  |
| Lunch<br>Music<br>Pray in Speaker # 7                                                                                   | Provided by Facility<br>Music Team<br>Spiritual Team |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 7 - Prayer</b> (20 mins)                                             | ALD<br>Music Team<br><b>SPEAKER</b>                  |
| Chapel visits (or alternatives) explained<br>Table Leaders Notify ALD when finished praying/<br>Posters for Prayer Talk | Lay Director<br>ALD                                  |
| Music/Break<br>Posters for Prayer Talk<br>Pray in Speaker # 8                                                           | ALD<br>Spiritual Team                                |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 8 - Christian Life</b> (20 mins)                                     | ALD<br>Music Team<br><b>SPEAKER</b>                  |
| Discussion of Christian Life Talk                                                                                       | ALD                                                  |
| Begin Poster Party                                                                                                      | ALD                                                  |
| Break                                                                                                                   |                                                      |
| Blessing & Special Dinner                                                                                               | ALD                                                  |



Special Music  
Pray in Speaker # 9

Guest Music  
Spiritual Team

Introduction of Speaker  
Theme Song  
**Talk # 9 - Means of Grace** (20 mins)  
Agape & Music Teams to Candlelight

ALD  
Music Team  
**SPEAKER**  
1 Music & 1 Agape stay  
at facility

Break

ALD

Dying Moments  
Special Song Selection

Spiritual Director  
Music Team

Candlelight \*See following page

Spiritual Director

# Community Candlelight Schedule

## Saturday

### **1-2 Agape**

6:30pm      Community gathers, Agape team collects hometowns + gives candles, music (as time permits).

### **Speaking ALD**

Opening Prayer  
Community Announcements  
Read LD Letter  
Intro. Spiritual Team Member

### **Clergy**

**(God is Calling)**

Prayer of blessing on the offering  
Receive Offering + Prayer (music optional)  
Prayer by Names  
Devotion  
Communion  
Gather for Candlelight Ceremony  
(music optional if time permits)

### **Lay Director**

Arrival - LD  
Read List of Cities  
Intro Theme Song  
Community Departs from the Facility

**Note:** Do not make any comments or references during the service about any of the residents, their situations, cases or specific conditions.

## **SATURDAY CONTINUED**

|                                                                                                                                                                                                                                      |                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Chapel visits (or alternatives) explained                                                                                                                                                                                            | Lay Director       |
| Residents & Team sing Theme Song                                                                                                                                                                                                     | Music Team         |
| Community Leaves                                                                                                                                                                                                                     |                    |
| After the community departs, residents should be told to regard this as a time of quiet reverence. They should be asked to quietly consider what they have experienced today, tonight and what they are feeling in their hearts now. | Lay Director       |
| Pray with Residents - Invitation                                                                                                                                                                                                     | Spiritual Director |
| Residents depart                                                                                                                                                                                                                     | All                |
| Clean Up                                                                                                                                                                                                                             |                    |
| Leave Facility                                                                                                                                                                                                                       |                    |
| Return to lodging                                                                                                                                                                                                                    |                    |
| Discuss day's activities                                                                                                                                                                                                             | Lay Director       |
| Pray in Sunday's Speakers                                                                                                                                                                                                            | All                |
| Complete Letters to Residents, Sign Certificates                                                                                                                                                                                     | All                |
| Lights Out                                                                                                                                                                                                                           |                    |

## **SUNDAY**

|                                  |                  |
|----------------------------------|------------------|
| Rise and Shine                   | Agape Team       |
| Breakfast                        | Volunteers/Agape |
| Leave for facility               |                  |
| Music                            | Music Team       |
| Welcome Residents as they arrive | All              |
| Music                            | Music Team       |
| Morning Meditation               | Spiritual Team   |
| Pray in Speaker # 10             | Spiritual Team   |

|                                                                                                                       |                                                       |
|-----------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| Introduction to Day Three                                                                                             | Lay Director                                          |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 10 - Single Life</b> (20 mins)<br>Pray in Speakers # 11            | ALD<br>Music Team<br><b>SPEAKER</b><br>Spiritual Team |
| Introduction of Speakers<br>Theme Song<br><b>Talk # 11 - Married Life</b> (20 mins)                                   | ALD<br>Music Team<br><b>SPEAKERS</b>                  |
| Panel Discussions of Single Life & Married Life                                                                       | ALD                                                   |
| Lunch                                                                                                                 | Provided by Facility                                  |
| <i>Special Music - Alabaster Box</i><br><i>Women's Visitation Day</i><br><i>Special Activity - Foot bath ceremony</i> | <i>Residents go ½ at a time</i><br><i>Team</i>        |
| Music - Recorded Music<br>Pray in Speaker # 12                                                                        | Spiritual Team                                        |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 12 - Christian in the World</b> (20 mins)                          | ALD<br>Music Team<br><b>SPEAKER</b>                   |
| Discussion of Christian in the World Talk<br>Pray in Speaker # 13                                                     | ALD<br>Spiritual Team                                 |
| Break                                                                                                                 |                                                       |
| Introduction of Speaker<br>Theme Song<br><b>Talk # 13 - Beyond REC</b> (15 mins)                                      | ALD<br>Music Team<br><b>SPEAKER</b>                   |
| Break & Prepare for Cross Service                                                                                     | Agape Team, TLs & ATLs                                |

|                                        |                    |
|----------------------------------------|--------------------|
| Explain Cross Service                  | ALD                |
| TLs - "Christ is counting on you."     | TLs & ATLs         |
| Residents - "I am counting on Christ." |                    |
| ATLs - Present certificate to Resident |                    |
| Closing Ceremony                       | Lay Director       |
| Testimonies - 2 questions              |                    |
| What did this weekend mean to you?     |                    |
| What am I going to do about it?        |                    |
| Communion Service                      | Spiritual Director |
|                                        | Music Team         |
| Tell about Agape Bags                  | ALD                |
| Hand Out Agape Bags                    | Agape Team         |
| Farewell as Residents                  | All                |
| Clean up, pack                         |                    |
| Depart for home                        | All                |

AND ALL OF GOD'S CHILDREN SAID: **AMEN!**

# LAY DIRECTOR'S MANUAL

## PART 5

### REC FOLLOW-UP

#### [FOLLOW-UP VISITS](#)

#### [FINANCIAL REPORT TO THE BOARD](#)

#### [THANK YOU LETTERS](#)

## **TEAM FACILITY FOLLOW-UP VISITS**

The REC does not end as the Team exits the facility. Many Residents have just started their Walk with Christ. They require support. They need to know the REC community is prepared to continue what it helped to start.

Part of your commitment to the REC as Lay Director is to insure a monthly presence of the REC is exhibited. Soon after the Weekend is complete, the LD should contact the facility Chaplain or official point of contact. Purpose of this contact is to coordinate arrangements for monthly return visits. Discuss a date, time, and location for follow-up meetings. And determine what items can be brought in such as soft drinks, snacks, etc.

These follow-on meetings are an opportunity to show continued support through a brief program:

- Informal Fellowship
- Prayer
- Music (optional)
- Devotional
- Communion
- Informal Fellowship
- Closing Prayer

The devotion can take the form of a short sermon or testimonial or book report or just about any presentation that centers of Jesus as our Savior.

As many members of the Team as can be available are invited. If the LD cannot attend, any member of the team can take his place, develop a program, and lead the evening.

This service is open to all members of the facility, not just those who went on the Weekend. It may serve to encourage others outside the Community.

**Your REC Team is committed to continue monthly follow-on visits to the facility until the first of these two arrives:**

- a. **A minimum of 6-months after the REC Weekend.**
- b. **Until the next REC at that facility.**

## **Part 5, Reports to the Board**

The Lay Director returns and meets with the REC Board on the First Monday of the next Month after the REC Weekend. At that meeting the LD should bring the following 2 items:

1. Completed 2 PAGE [Financial Report](#) in the attached format.
2. Any Comments about their experience, and any recommendations for changes or additions to the program.



## **DAYSPRING R.E.C.**

P.O. Box 155  
New Albany, IN 47151-0155

TO: REC Lay Directors/ALD (Finance)

Subject: Handling of Cash / Checks on R.E.C.'s

1. The procedures outlined below are required because of accounting requirements and bookkeeping procedures that must be followed for clear records. They are not in-place to verify financial actions performed by the REC TEAM.
  2. Collections and costs must be kept separate.
  3. All funds collected from team members, from Candlelight and other miscellaneous collections must be accounted, recorded, and provided to the REC Board using the form at bottom of this sheet. Please do not spend cash that has been collected. Retain it and deposit it to the Board.
  4. Cash advances are dispersed to the Lay Director for purchases. If additional funds are needed contact the REC Treasurer or team Board Member, who will provide additional funding. Do not spend cash that has been collected. All REC purchases requires a receipt.
  5. Should you find it necessary to charge by credit card items such as team lodging, certain meals, or other items during the REC, turn in all receipts and you will be reimbursed by the REC Treasurer. Use the form found below.
- 

### **DEPOSITS**

REC LOCATION: \_\_\_\_\_

REC DATES: \_\_\_\_\_

|                |        |          |
|----------------|--------|----------|
| TEAM DEPOSITS: | Checks | \$ _____ |
|                | Cash   | \$ _____ |

|                 |        |          |
|-----------------|--------|----------|
| OTHER DEPOSITS: | Checks | \$ _____ |
|                 | Cash   | \$ _____ |

|                       |        |          |
|-----------------------|--------|----------|
| CANDLELIGHT OFFERING: | Checks | \$ _____ |
|                       | Cash   | \$ _____ |

Total Deposit \$ \_\_\_\_\_  
**DAYSPRING R.E.C.**

P.O. Box 155  
New Albany, IN 47151-0155

## EXPENDITURES

REC LOCATION: \_\_\_\_\_

REC DATES: \_\_\_\_\_

[illegible]

**(Include Receipts)**

## **Part 5. Thank You Letters**

The following example Letters of Lay Director thanks have been used in the past to close-out the REC Weekend:

1. Team Members (See 2 Samples)
2. Facility (See 2 Samples)
3. Emmaus Community (See Sample and send Electronic or Hard Copy to Newsletter)

### **(SAMPLE TEAM THANK YOU LETTER)**

Dear Pastor Judy,

April 2, 2002

Words can not adequately express the appreciation that the Madison REC # 14 team has for you and your congregation. You showed these men what the Bible says a church is all about. No church has ever reached out and showed such love and Christ-like servanthood as you did. You not only provided all the food and served the men but you had the men sit and served them at their seat. The residents were deeply moved by this experience. We all stayed in the auditorium that night and shared our faith and the plan of salvation with all residents and the team led dozens of residents to become children of God.

Who better to explain what this weekend meant than one of the residents who writes "Thanks to all the people that made this weekend as special as it was so that I could receive God and know that I am loved no matter what I have done. I served my country for 19 years in the Army. By staying lost without Christ, I managed to destroy a 19-year career by abusing alcohol. I lost everything. But now that I have been raised from the deep and have been saved, I wear the uniform of God's Army."

God and His Army were definitely at work this weekend. We feel all but two residents accepted God's offer this weekend. We praise God for His mighty work during these three days. As you are aware we must stay in prayer for these men because a daily walk is not easy and many new Christians falter.

Please pray, pray and pray some more for these men. Uplift their need for healing from their addictions and healing for their family and friends who have suffered. Thanks again for your prayers and support and may God bless you and your congregation for showing what true Christian love is like.

Your Brother In Christ,

(Your Name)  
Lay Director

**(SAMPLE FACILITY THANK YOU LETTER)**

DaySpring R.E.C.  
P. O. Box 681  
New Albany, IN 47151-0681

Sheriff C. Wendell Smith  
Harrison County, Indiana

May 2, 2002

Dear Sheriff Smith,

On behalf of the DaySpring R.E.C. Community, I would like to thank you for your support and cooperation in allowing us to conduct the first Harrison County Women's R.E.C. on April 19-21. Every indication seems to point to the success of the weekend.

Certainly success can only be measured by the long term effects the experience had on the 13 women who attended. From the conversations we have had with these women, along with the resulting baptisms and rededications, it appears many lives were deeply touched by the Gospel of Christ.

We realize, of course, that time will tell the complete story. It is our continued prayer that when released, these women will continue their renewed hope and faith, and avoid situations that could put them in jail again.

Our team was very aware that your staff went out of their way that weekend to help us witness to these women. Inconvenienced as the officers may have been, they were flexible and cooperative as the situations allowed, and above all their professional in manner.

Again, our sincere thanks. May God continue to bless you, your staff and facility for permitting us this opportunity to serve him at Harrison County Jail.

Geri Cozine  
Lay Director  
Harrison County Women's R.E.C. #1

**(SAMPLE FACILITY THANK YOU LETTER)**

**Mr. Rick Schnebelt**

**April 3, 2002**

Program Coordinator  
Madison Correctional Facility  
P. O. Box 1079  
Madison, IN. 47250

Dear Rick,

Words can not adequately express the appreciation that the Madison REC # 14 team has for your support in the planning and execution of this REC. The residents were deeply moved by this experience. God and His angels are definitely celebrating in the decisions that were made. We believe that all but two accepted God's invitation this weekend. Even if one person is able to break out of the cycle of addiction then this was a great success.

Who better to explain what this weekend meant than one of the residents who writes "Thanks to all the people that made this weekend as special as it was so that I could receive God and know that I am loved no matter what I have done. I served my country for 19 years in the Army. By staying lost without Christ, I managed to destroy a 19-year career by abusing alcohol. I lost everything. But now that I have been raised from the deep and have been saved, I wear the uniform of God's Army."

God and His Army were definitely at work this weekend. We praise God for His mighty work during these three days. As you are aware we must stay in prayer for these men because fourth days are not easy. Please pray, pray and pray some more for these men. Uplift their need for healing from their addictions and healing for their family and friends who have suffered. We will be there for the follow-up meetings that will be held at Madison the third Monday of each month at 7:00 pm in Dorm Building D.

Thanks again for your prayers and support. God put together an awesome team for this Madison REC # 14 of which you were a vital part.

Your Brother In Christ,

(Your Name)

Lay Director

**(SAMPLE COMMUNITY THANK YOU LETTER)**

**MADISON REC  
MARCH 21-24, 2002**

**LETTER TO THE COMMUNITY**

I can sum up this weekend in one word: AWESOME! We give all glory and praise to God Almighty for an incredible group of team members and residents. Normally the group doesn't mesh until the second day but this group is so on fire for the Word that they couldn't get enough and didn't want to end on Friday night. ISN'T GOD AWESOME! What a blessing these residents have been to all of us. We have been praying all month that they come with an open heart and an open mind and God has answered our prayers and then some. Some of these guys have been told all of their lives that they are worthless and that nobody could ever love them and they believe this. God has used this team to help them to realize that God loves them no matter what and Dying Moments really opened up the floodgates. The residents finally let go of the baggage of the past as God says for us to do and it was like seeing a concrete building lifted off of them. They cried and we hugged and by the time that Dying Moments was over they were all walking a lot taller.

But God is not done with these residents or with all of us. They have no idea how powerful candlelight will be. Imagine no one ever visiting you while you were in prison and then all of a sudden there are a hundred total strangers all singing and praying and lifting you up on a Saturday night. They know that none of their friends would give up a Saturday night to come and see them. On top of that the candles make it look like a glimpse of Heaven.

Thank you for being here and stay in prayer for these men for our time with them is short and they have some important decisions they need to make.  
GOD IS GOOD! ALL THE TIME!

Your Brother in Christ,

(Your Name)  
Lay Director