

**FUNERAL – WORSHIP SERVICE POLICY
CHRIST COVENANT PRESBYTERIAN CHURCH**

**A basic guide for pastors and staff of CCC to assist grieving families
in arranging and planning for Funeral/Memorial Services**

The Funeral Worship Service is a time to glorify God, to celebrate the life of the deceased, who is created in God's image, and an opportunity for the church to serve the families in a time of loss.

Funeral – Worship Services are free to members of Christ Covenant Church. Christ Covenant will provide a Minister to lead in the worship service, an organist or pianist, a clean sanctuary, amplification, and a podium for the visitors' book. All arrangements and facility adjustments must be within the quality parameters of a regular AM worship service.

Visitation with viewing will usually occur in the funeral home. As a way to serve the family, a brief viewing may occur in the Sanctuary or the Narthex until 15 minutes prior to the Funeral Worship Service. Open or closed caskets are at the discretion of the family. For memorial services, visitation may occur in the narthex up until 15 minutes before the service or immediately following.

The following is an example of the order of worship for a funeral service.

Prelude	(piano or organ beginning 3 minutes before funeral)
Call to Worship	(selected and read by the Pastor)
Hymn of Adoration	(chosen by the Pastor and family)
Scripture Reading	(selected with family and read by Pastor)
Special Music	(optional, music to be typical of AM worship service)
Hymn of Praise	(selected with family and pastor)
Scripture Reading	(selected and read by the Pastor)
Message	(Pastor)
Hymn of Thanks	(selected with family)
Words to family	(Pastor)
Benediction	
Recessional Hymn	

In order to assure the reverence and dignity of the worship service, all eulogies or other special requests must be pre-approved by the CCC Pastor as to content and length.

MUSIC

Funeral music must be sacred in genre and acceptable for a morning worship service. All music must be approved by Pastor or Minister of worship department.

FACILITY USE GUIDELINES

The Sanctuary and narthex will have a similar set-up to a typical Sunday AM worship service. The pulpit, choir chairs, choir railings, piano and organ must stay in original positions. The pulpit may be moved to the side of the platform. The baptismal font and communion table may be moved to the sides of the sanctuary. The CCC pastor will assist the family in securing a convenient time for the service contingent to the availability of the Worship Center.

PERSONNEL PROVIDED

It is a privilege for us to serve a grieving family. The Pastor and Worship ministry offices will coordinate all staff as needed. An organist or pianist, and a sound person will be provided. Maintenance personnel will be sure that the sanctuary is in Sunday morning condition. When possible, CCC would like to provide a bulletin outlining the order of worship, depending upon timing and secretarial availability.

AUDIO VISUAL GUIDELINES

The family may hire a professional engineer or have a relative record the service. They may also hire a videographer. In both cases the operation may not, in any way, distract from the reverence and dignity of the worship service.

FOOD

If food service is desired, the pastor and CCC staff will assist the family in choosing a suitable location, and will assist the family in every way possible in providing food and service so that the responsibility does not fall to the family.