



WOODWAY
WORSHIP
CHOIR

SECOND BAPTIST CHURCH HOUSTON

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GET INVOLVED TODAY

DR. ED YOUNG

SENIOR PASTOR



Psalm 100:4 says, *"Enter His gates with thanksgiving and His courts with praise; give thanks to Him and praise His name."*

Worship is how we enter the presence of God. The choir is strategic to the entire worship service. Using your voices to create an atmosphere of praise is a high calling. Music and singing till the soil of our hearts, preparing us for the seed of God's Word to be planted.

I am so thankful that you are willing to commit your time, energy, and God-given gifts to your Second Family as you lead us to make joyful noises unto the Lord!

His and yours,

A handwritten signature in blue ink that reads "Ed Young". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Ed Young

**"MAKE A JOYFUL NOISE
UNTO THE LORD, ALL THE
EARTH: MAKE A LOUD
NOISE, AND REJOICE,
AND SING PRAISE!"**

PSALM 98:4



PASTOR RODNEY BROOKS

MINISTER OF MUSIC

Welcome! I pray you will find this wonderful choir to be a place of great encouragement, support, strength, refreshment, musical challenge, and fulfillment – but most of all, you will find yourself in an atmosphere of worship and reverence to the Lord of Lords and King of Kings!

We have the awesome and cherished privilege of leading literally thousands to the throne of God every week in our worship services. This is a responsibility we take joyfully but seriously. Our entire purpose is to prepare the hearts of those before us for the Word of God. It is also our desire to prepare the heart of the pastor as he brings God's Word to the people.

I encourage you to remain faithful in your spiritual walk with the Lord and practice a daily time of worship, devotion, and prayer, as many times the enemy will try to disrupt, discourage, distract, and destroy your effectiveness in your new ministry. When these times come, always remember Joshua 1:9!

Please know you are special to the family of God and our family of singers. If there is ever anything we can do to help you, I trust you will feel the freedom to let us know. We genuinely care about you.

May God bless you and your family in a way that only He can, as you serve Him through the ministry of our Worship Choir!

Blessings!

Pastor Rodney Brooks

DEFINITION OF CHOIR

\ 'KWĪ(-ə)R \

A musical ensemble of singers; a group who sacrifices self and standing out to come together to blend in one voice and one accord; an organized company of singers who take part in church services or performs regularly in public; an organized group of persons or things; a division of angels; the part of a church occupied by the singers; the part of a church where the services are performed; a group where no one is above another.

PSALM 40:3

He put a new song in my mouth, a hymn of praise to our God. Many will see and fear the LORD and put their trust in Him.

THE WOODWAY WORSHIP CHOIR

SONG | SERVICE | SPIRIT

Striving for excellence through the strength of
Jesus Christ, our Lord.

Perform a wide variety
of music

Travel and perform for
concert and mission tours

Retreat Weekends

Perform in special
seasonal events
(Easter | July 4 | Christmas)

Develop life-long
friendships through
singing and serving



VISITING CHOIR

There is a first time for everyone in the choir. Before becoming a member, each individual was first a visitor. Choir visitors are our most honored and cherished guests, and we strive to make every visitor's experience the finest.

ATTENDANCE

Visitors must attend four consecutive rehearsals from 6:30-8:30PM to be eligible for audition at the end of the fourth rehearsal.

WHAT TO EXPECT

WEEK 1 – First-time visitors check in with our First Impressions Team (FIT), where they receive music, attend rehearsal, are introduced to the choir, and meet personally with Pastor Brooks.

WEEKS 2 & 3 – Returning visitors check in at the kiosk and then visit the FIT table to pick up their rehearsal music. They are re-introduced to the choir at the end of rehearsal.

WEEK 4 – Returning visitors check in at the kiosk, pick up rehearsal music from the FIT table, attend rehearsal, audition for Pastor Brooks, have a photo and measurements taken, meet their assigned mentor and begin the 4-week onboarding process.



RELATIONSHIPS MATTER

PHILIPPIANS 2:4

*Do not merely look out for your own personal interests,
but also for the interest of others.*

Being part of the Woodway Worship Choir affords choir members many friendships. Two of the most important relationships for a choir member are their Mentor and Care Group Leader.

MENTOR

Mentors manage new choir member orientation after a choir visitor passes their vocal interview. Mentors make the transition into choir easy by making sure the new member receives a warm welcome and experiences a smooth and successful onboarding process. A Mentor will be a new member's closest friend in choir who will provide a 4-week orientation of how choir works.

CARE GROUP LEADER

To account for each of our members and minister to the various needs of our choir, we have implemented a Care Group Leader program. This program enables us to care for our members individually and collectively through contact, prayer, and encouragement. Our choir is subdivided into groups by voice parts, and a Care Group Leader will manage a small group of members including themselves. It is the responsibility of both the Care Group Leader and member to stay in touch with each other in the event of an absence from service or rehearsal as well as sickness, bereavement, or other needs. **It's a two-way street!** If a choir member is unable to attend a rehearsal or service, they need to contact their Care Group Leader as soon as possible. The Care Group Leader is responsible for reporting the choir member's attendance and will need information about the member's absence to maintain accurate attendance records. This allows Pastor Brooks to stay informed about each choir member.

SCHEDULE

I CORINTHIANS 15:58

Therefore, my beloved brethren, be steadfast, immovable, always abounding in the work of the Lord, knowing that your toil is not in vain in the Lord.

WEDNESDAY

Large group rehearsals take place each Wednesday night from 6:30–8:30PM in the Adult Choir Room, located on the second floor of the E Building. Choir members are expected to attend and rehearse the full two-hour period. Rehearsal check-in begins at 5:30PM.

The monitor located in the Adult Choir Room will display the evening's rehearsal order of music as well as any other pertinent information regarding rehearsal and the weekend worship service. This schedule is also shared on our Woodway Worship Ministry Facebook page.

*A note for your convenience: Dinner is served each Wednesday from 4:45–6:15PM in the Fellowship Hall. Meal prices start at \$5. It's a great way to meet other choir members and establish relationships.

WEDNESDAY SCHEDULE	TIME
Dinner in Fellowship Hall	4:45–6:15PM
Check in and Music Library Open	5:30PM
Seated in Choir Room/Rehearsal Begins	6:30PM
Sign in Closes	7:00PM
Rehearsal Ends	8:30PM

DAYS

SUNDAY

Sunday morning worship service rehearsals are held in the choir loft of the Worship Center. Upon arrival, check in with the logistics team for your specific seating assignment.

SUNDAY 9:30 WORSHIP SERVICE SCHEDULE	TIME
Check In Begins (See Logistics For Seating Assignment)	7:15 AM
Seated In Loft Ready To Begin	7:45 AM
Rehearsal Ends/ Break For Small Group Prayer Times	8:45-9:15 AM
Seated In Loft Settled And Prepared For Our Worship Experience	9:20 AM
Worship Service Begins (Please, No Talking During Prelude Music)	9:30 AM
Worship Service Ends/Exit Up The Stairs To The Top Of The Loft	10:30 AM

SPECIAL REHEARSALS

From time to time, special rehearsals are announced by Pastor Brooks on an as-needed basis. These are required rehearsals for participation in special programs and events.



MINISTRY TO MINORS (CHILDCARE)

Sunday and Wednesday Night programming are available for minors during the Worship service and Bible Study hours:

- Preschool (Children 6 weeks - Pre-K)
- Children (Kindergarten - Grade 5)
- JHigh (Grades 6-8)
- High School (Grades 9-12)

Childcare for children in 5th grade and under is by reservation only. For more specific information, contact the Woodway Worship & Arts Office to confirm specific childcare needs. Please note that Wednesday night childcare closes promptly at 8:30PM. Parents will need to slip out of the adult choir room by 8:15 in order to respect this deadline.

Event Care is available on Wednesday nights during choir and orchestra rehearsals for Preschool through 5th Grade.

SERVICE HOUR	AGES	LOCATION	CHECK-IN TIME	PICK-UP TIME
Sunday Worship Service and Bible Study	<ul style="list-style-type: none"> • Preschool <i>Children 6 weeks - Pre-K</i> • Children <i>Kindergarten - Grade 5</i> • JHigh <i>Grades 6-8</i> • High School <i>Grades 9-12</i> 	Located in Departmental Ministry Areas	8:15AM	Noon
Wednesday Night	<ul style="list-style-type: none"> • Preschool <i>Children 6 weeks - Pre-K</i> • Children <i>Kindergarten - Grade 5</i> 	Located in Departmental Ministry Areas	6PM	8:30PM
Wednesday Night for Older Children	<ul style="list-style-type: none"> • JHigh <i>Grades 6-8</i> • High School <i>Grades 9-12</i> 	Located in Departmental Ministry Areas	6:15PM	8PM

SUNDAY ETIQUETTE

CHOIR LOFT

- While in the choir loft, refrain from talking, laughing and/or waving.
- Services are live streamed. Be sure to smile, always watch Pastor Brooks, know the music, and do not look at the IMAG screens during featured choir specials.
- At the conclusion of services, the choir will exit the loft by row, moving up the stairs. Please DO NOT exit the loft by walking down the loft stairs and across the stage.



MUSIC

Since we strongly encourage personal preparation outside our scheduled rehearsal times, members have several ways to access the printed music as well as MP3 audio files. Choir members can choose to use print or digital music for rehearsal purposes.

PRINT MUSIC OPTION WITH MUSIC FOLDER

- Should a member choose to use print music, a numbered music folder will be assigned. This folder will stay with the member and should be taken home each week after rehearsal. Members are responsible for managing the pieces contained in the folder.
- At check in each Wednesday night, new rehearsal music can be picked up from the member's assigned folder "mail slot" located near the rehearsal check in station. Members will want to organize their folder prior to the beginning of rehearsal at 6:30.
- Members will also return pieces that are no longer on the schedule. The titles to be returned will be communicated weekly and return baskets will be located near the check in station.

**If a folder is lost, the member is responsible for the replacement costs of the folder and its contents.*



DIGITAL MUSIC USING YOUR TABLET DEVICE AND THE MUSIC STAND APP (FROM PLANNING CENTER)

- Members choosing to use digital music files will download the Music Stand from Planning Center App on their personal mobile device or tablet.
- For initial log in information, contact Magen Stone at mlstone@second.org.
- Once logged into the app, members will be able to access the following plans:
 - Rehearsal CDs- compilations of songs that are currently in the worship special rotation.
 - Sunday 9:30- a complete list of the titles to be used for a specific worship service.
 - Wednesday Choir Rehearsal- a complete list of titles to be rehearsed, in rehearsal order.
 - A PowerPoint training guide is available to you should you choose to “go digital”. The worship office is also always available to answer questions and help guide you through the process.

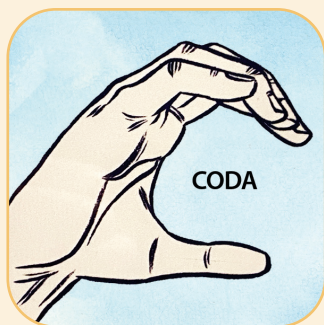
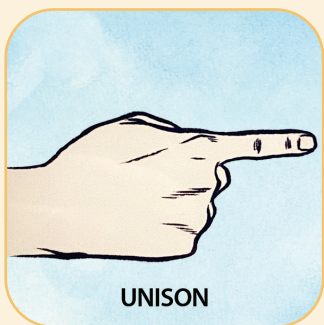
**Please note that “in-house” custom arrangements will not always have a recording of the song available.*

REHEARSAL CDS

- Quarterly, the Woodway Worship office will provide rehearsal CDs. Rehearsal CDs will also be made available for special events and holiday performances.
- Rehearsal CDs contain demos of the special selections planned for that particular quarter and/or special event.
- Every Rehearsal CD is also accessible and free of charge to choir members digitally using Music Stand by Planning Center app.
- Both the rehearsal CD and Music Stand App are great resources for your personal preparation and rehearsal.

SIGNS

HAND SIGNALS





ATTENDANCE STANDARDS

I CORINTHIANS 4:2

Moreover it is required in stewards that one be found faithful.

Attendance matters. For our choir to deliver the best possible offering to the Lord in song, we must practice diligence in our attendance at rehearsals and services. It is a requirement that choir members maintain a minimum attendance of 70 percent in a given 10-week period. This means a choir member must maintain seven out of 10 Wednesday evening rehearsals and seven out of 10 Sunday Worship services to maintain choir membership. At the end of each 10-week period, choir members receive their attendance for the period.

CHECK-IN

Because we maintain attendance records and send attendance letters to choir members at the end of every 10-week period, choir members need to check in each Sunday and Wednesday upon arrival to choir. Members, simply stop at the kiosk and swipe your fob or enter your name. If you do not have a key fob, please let us know on a Wednesday night and one will be issued to you.

PERFECT ATTENDANCE

Members who achieve perfect attendance on Sundays and Wednesdays at the completion of a 10-week period are recognized by Pastor Brooks during the following Wednesday rehearsal. These members receive various forms of appreciation such as rehearsal CDs, free bottled water during rehearsals, meals at events, discounts on trips and outfits, free event transportation, upgraded rooms on trips, etc. for the sacrifices they made to achieve perfect attendance.



ABSENCES

There are four types of absences for choir members: excused, non-excused, leave of absence, and absent without leave. Choir members who miss a rehearsal or worship service should communicate directly with their Care Group leader. Should the reason for absence include a ministry or prayer need, the Care Group leader will alert the Member Care team.

Excused: These type of absences include work or mission trips and do not count against attendance in a 10-week period.

Non-Excused: These types of absences are non-work related and count against attendance during a 10-week period.

Leave of Absence: Leaves are not automatically granted as there are specific guidelines to qualify for this type of absence. A choir member must be in choir for a minimum of one year without attendance issues. This leave is for a minimum of four weeks and a maximum of eight weeks. This leave is granted for four reasons: health, maternity, school, or work. During this leave, a choir member's music folder will remain assigned to them and no audition is required upon returning to choir.

Absent Without Leave: If a choir member is absent four consecutive weeks without leave, explanation, or failure to communicate, their membership will be changed to inactive and removed from the active choir membership roster. A letter to this effect will be sent to the member from the Choir President.

RETURNING MEMBERS

If a choir member must take an extended leave from choir, we welcome that choir member to return when they can meet the attendance standards. If a returning member has been gone from choir less than one year, they must complete two consecutive visits to choir before being reinstated to choir. If a returning member has been gone from choir more than one year, they must complete four consecutive visits to choir and vocal interview again before being reinstated to choir.

LOOK

ATTIRE

MATTHEW 5:16

Let your light so shine before men, that they may see your good works, and glorify your Father which is in heaven.

One of the ways we bring honor and glory to God is by our modest dress and appearance.

WORSHIP SERVICES

- On designated Sundays, the Woodway Worship Choir will wear a specified outfit which consists of the following:
 - **Women**- purchased black jacket with pointed hemline, red/blue reversible shell paired with long black slacks provided by the choir member. Both pieces can be ordered through the worship office. The cost is \$69 total (cash or check made payable to SBC).
 - **Men**- purchased black long-sleeved dress shirt with red or blue tie paired with a men's black suit provided by the choir member. The dress shirt and two ties can be ordered through the worship office. The cost is \$44 total or \$24/dress shirt and \$10/per tie. (cash or check made payable to SBC).
 - Please add minimal accessories, choosing small earrings only and other non-descript jewelry pieces.
 - Black dress shoes only
- When the Woodway Worship Choir outfit is not worn, specific color palette and modesty guidelines will be communicated to the choir members in the weekly email and on the Woodway Worship FB page.

Special Note for choir members in the loft

– Members should not wear large earrings, hair ornaments, necklaces, facial piercings or adornment. Members should avoid using fragrances and perfumes during rehearsals and performances as these can often trigger allergy symptoms and be problematic for other singers.



COMMUNICATION

Since communication is key, various methods are used to disseminate important and timely information to choir members.

EMAIL

At the beginning of each week, members receive an email from Pastor Brooks highlighting upcoming events, news, important dates, and the introduction of new choir members.

The email also includes:

- Loft attire specifics for the upcoming 9:30AM service
- The Sign-up Genius link reserving your seat in the loft for the upcoming 9:30 service
- Upcoming Wednesday Choir Rehearsal lists
- Music “turn in” list, detailing the pieces that should be removed from your music folder and returned to the check in station on Wednesday nights

TEXTING

The Woodway Worship Office will routinely communicate updates and reminders through the SBC Playbook App’s mass texting service. All members will receive these text messages if your cell phone number is not labeled “private” in the SBC membership management system.

CONNECT

Join our Facebook page – [WoodwayWorshipMinistry](#)



HAPP

VOLUNTEERING

GALATIANS 6:10

So then, as we have opportunity, let us do good to everyone, and especially to those who are of the household of faith.

It feels good to be comfortable, but God did not call us to be comfortable. He called us to serve to advance His Kingdom. Every choir member has talent untouched and strength unmatched, but if a choir member stays in their comfort zone, they will never reach their full potential. God has more in store for members when they step out of their comfort zone.

Each year, choir members are surveyed to learn where they would like to volunteer to serve in choir. Choir volunteers are the hands God uses to keep the Music Ministry moving forward. One of the best ways to get to know others and be fulfilled through serving is to volunteer in choir. There are several areas members can choose to serve.

- Care Group Leader
- Special Events Team
- First Impressions
- Member Care
- Music Library Team
- Mentor
- Prayer Team
- Recruitment Team
- Second Stitch/
Costume Shop
- Section Leader
- Trip Captains
- Worship Team / Soloist /
Special Groups (audition
with Pastor Brooks
required)





SECOND
BAPTIST
CHURCH

DR. ED YOUNG, PASTOR
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