

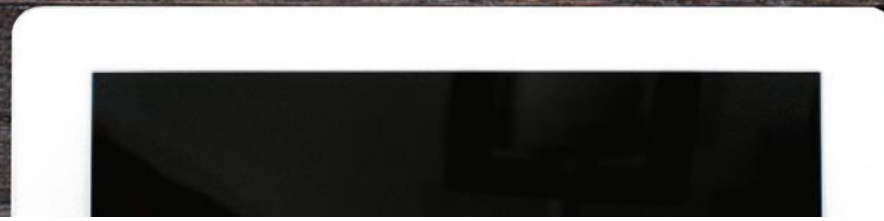


The Gideons
International
In Australia



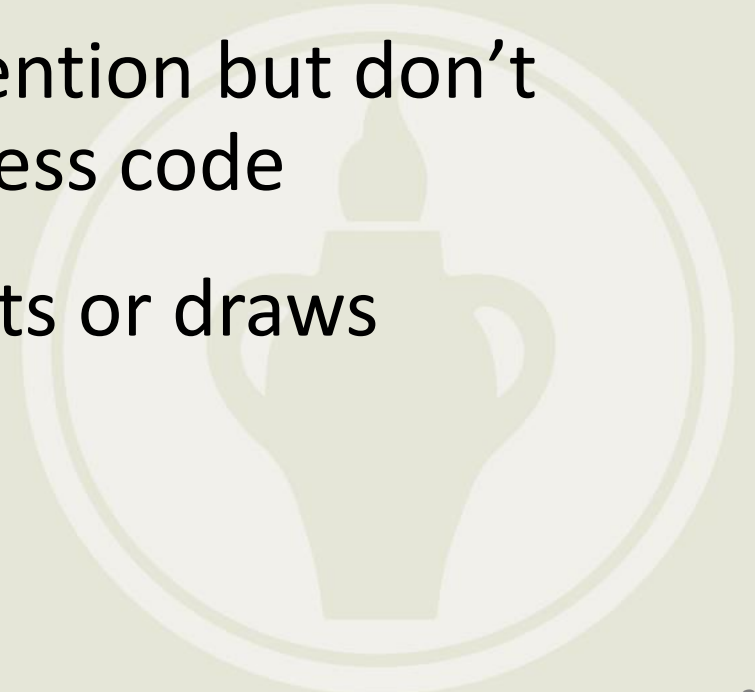
Church Presenter Training

Module 5 - Making A Live Presentation



Dress Code

- Gideon policy – business (ie suit and tie or tie and coat if appropriate) or business casual (dress slacks, business shirt, no tie, jacket if appropriate)
- Dressing up a bit commands attention but don't go overboard - check pastor's dress code
- Don't wear anything that distracts or draws attention
- Wear name badge

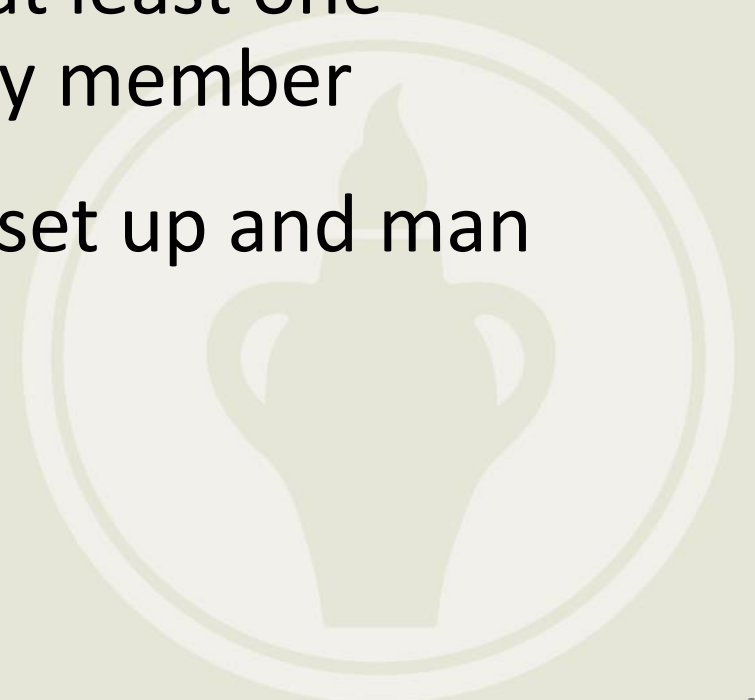


Before Service

- Arrive at least 30 minutes early with prayer partner(s) to set up display and check equipment
- Seek out pastor or contact person – introduce yourself, ask about display location and confirm offering arrangements
- Give space/time for the pastor/leader to prepare for worship

Before Service

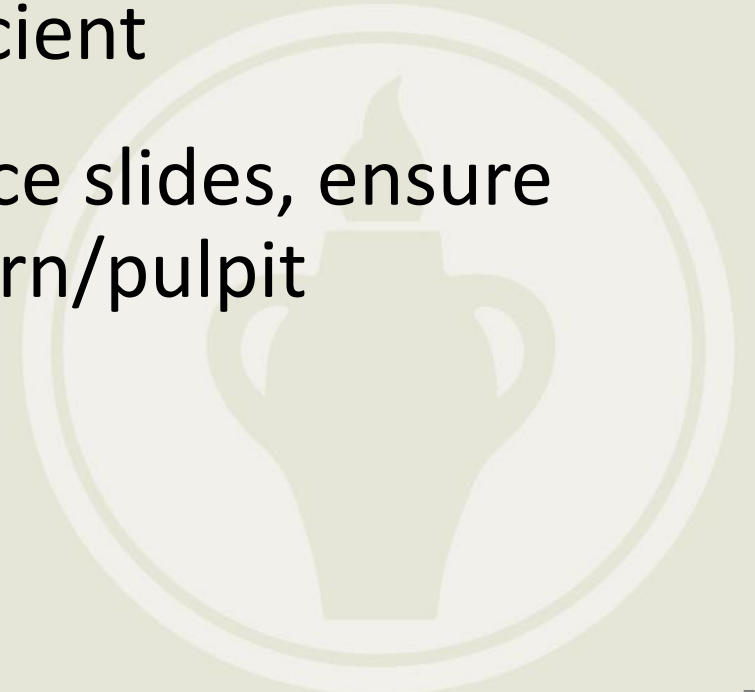
- Pray with prayer partner(s) and, preferably, with pastor and/or worship team
- Wherever possible, ensure at least one prayer partner is an Auxiliary member
- Ask prayer partners to help set up and man the display table



Before Service

Check all media with AV coordinator

- Check all slides/videos work correctly
- Check audio level is sufficient
- If using 'clicker' to advance slides, ensure it works from stage/lectern/pulpit



Before Service

- Check mic before service (but don't tap it!)
- May be fixed, hand-held, lapel, headset
- Learn its functions – on/off, mute
- If fixed, check height adjustment
- Be prepared for no lectern/table



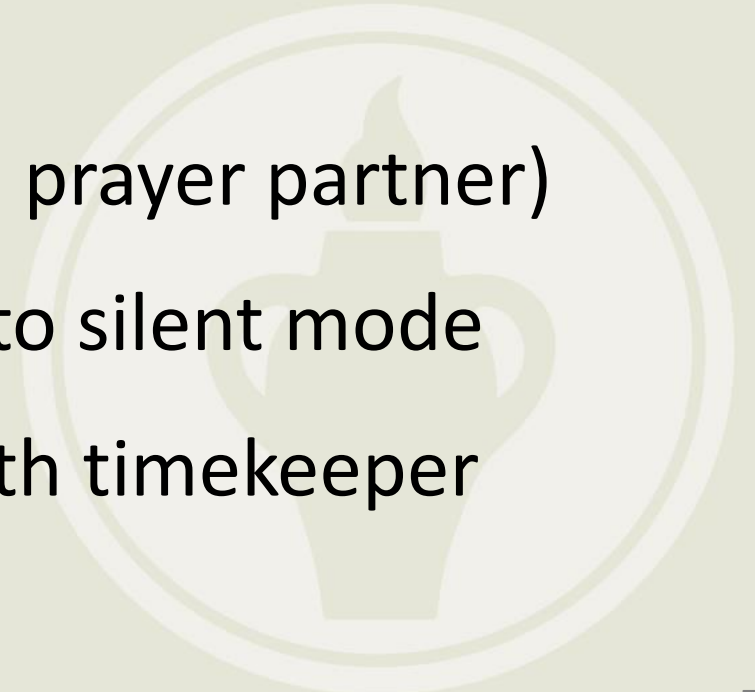
During Presentation

Use timekeeping device that is best for you:

- Stop watch
- Timer on phone/clicker
- Timekeeper (wife, friend, prayer partner)

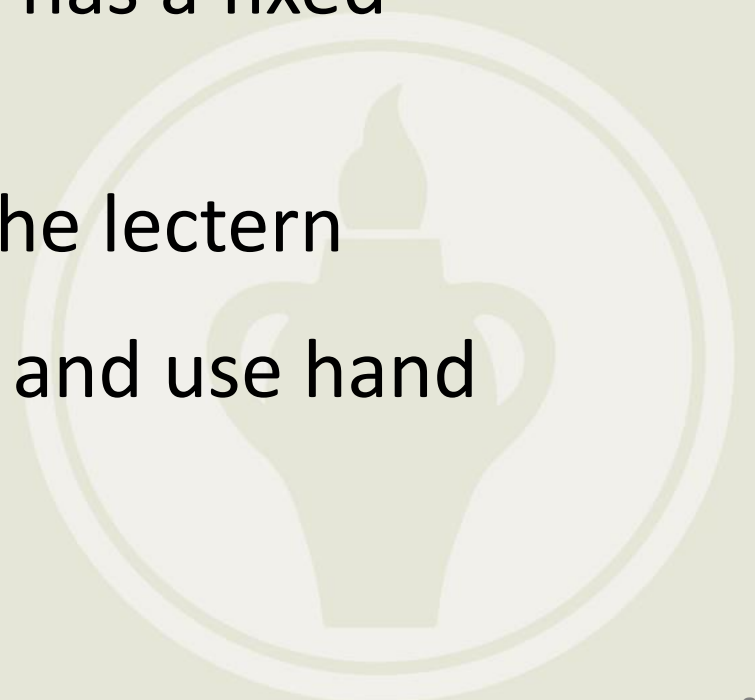
Ensure alarms are off or set to silent mode

Make regular eye contact with timekeeper
and watch for signals



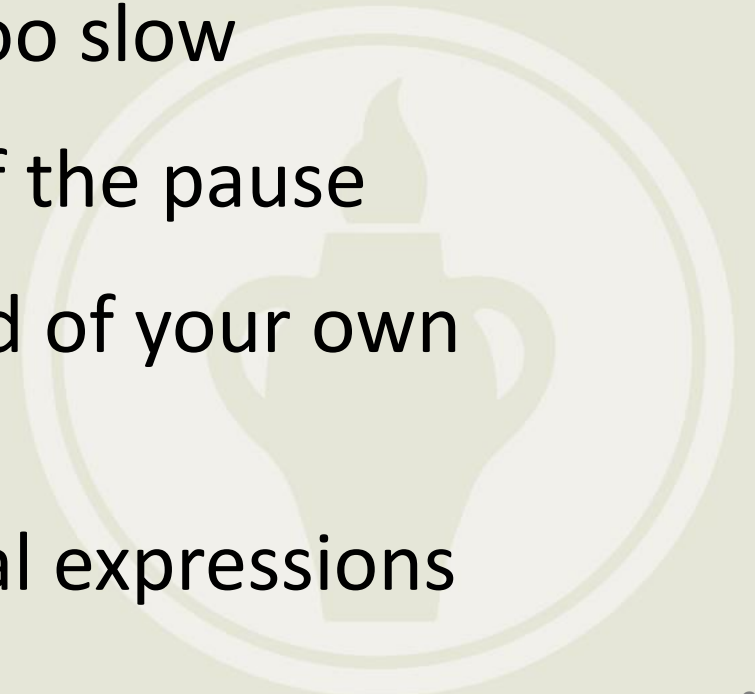
During Presentation

- Don't hide behind the pulpit or lectern
- As you gain experience, come out from behind the pulpit or lectern, unless it has a fixed microphone
- Don't hold onto the sides of the lectern
- Speak hands free (if possible) and use hand gestures



During Presentation

- Don't take many Scriptures
- Minimise movement of notes
- Don't speak too fast or too slow
- Understand the power of the pause
- Stay mindful of the sound of your own voice
- Make sure that your facial expressions match your words



During Presentation

- Maintain good eye contact
- Errors are okay (don't go back and correct – unless outrageously and obviously wrong)
- It's not about you
- Be yourself - relax and have fun
- Go on, be funny (if you are!)
- Close on time – every time



After Service

- Information centre is critical
- Make yourself available to discuss membership, Friends of Gideons, explain Bible app, promote Gideon cards, etc
- Prayer partners also have a critical role in speaking with people about these things
- Count offering (if it has been collected) and give a receipt or confirm arrangements for its banking by the church



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Thank you!

May God bless you for your faithful service!

