

TABERNACLE COMMUNITY BAPTIST CHURCH HOMEGOING FUNERAL GUIDELINES

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TABERNACLE COMMUNITY BAPTIST CHURCH HOMEGOING SERVICES PREPARATION GUIDELINES FOR MEMBERS



TABERNACLE COMMUNITY BAPTIST CHURCH
REV. DONNA CHILDS, D.MIN. – SENIOR PASTOR

May 2021

PROTOCOL FOR THE FAMILY OF THE DECEASED

Upon the death of a family member please follow this protocol:

1. **Contact Pastor D. Childs: ♣ 414.807.7520 ♣ dchilds@tcbchurch.com**
(or Church Administrative Staff: ♣ 414.562.1129 ♣ mail@tcbchurch.com)
2. **Contact your local funeral director.**
3. **Contact other relatives and friends of the deceased as you are able.**

Funeral service date and times must be arranged with the Pastor in consultation with the family and Funeral Director. In planning the funeral liturgy, the family or a spokesperson for the family, will work with the pastor. The family or family spokesperson will be responsible for contacting all family participants in the Liturgy and communicating the standards and protocols of Tabernacle to them.

IMPORTANCE OF THIS GUIDE

The death of a loved one, even under the “best” circumstances, is never an easy time. In the midst of your own grieving, trying to comfort and help family members, dealing with a host of practical issues, and managing various and sometimes conflicting expectations, planning for a funeral; can be a challenge. These guidelines are intended to assist members of our congregation to plan a “homegoing” celebration that is meaningful, inclusive, pastorally sensitive, and respectful of our Christian beliefs and practices.

PREPARATIONS / STEPS FOR PLANNING HOMEGOING SERVICES

- 1-**The Family meets with the Funeral Home.*
- 2-**Contact the Church / Pastor to confirm a date and a time.*
- 3-**Follow-up and confirm date and time with the Funeral Home.*
- 4-**The Family meets with the Pastor and Church Staff.*
- 5-**Contact a Florist for the Flowers.*
- 6-**Contact a Printer for the Program – (Suggestions: Milwaukee Times / Great Impressions)*
- 7-**Write an Obituary for your loved one. (See sample on page 8)*
- 8-**Find or gather any pictures you plan to display or show on a display board.*
- 9-**Fill in the Program Liturgy Outline format below for the Homegoing Service. (See page 3)*
- 10-***Meet with the Pastor to work through, go over and finalize the Homegoing Service.**
- 11-**The Program Outline (below) and Obituary and Pictures are to be forwarded to the Printer.*
- 12-**A Draft copy should be emailed to Church staff before final draft and copies are made.*
- 13-**Contact family and individuals who you desire to be on the program and confirm with them.*
- 14-***Internment Requests** - Please make sure you mention any requests for the interment (specifically to the Veterans honor) to the Funeral Home representative and the Cemetery.

***Note:**

- * The Final Viewing of your Loved One will Occur at the Beginning, as the Service Begins.
- * The Family should choose 3 – 4 people, in advance, that will speak at the Service and then list their names on the program. Only those listed will share remarks at the Service.
- * Due to Covid 19 restrictions, the Homegoing Service attendance will be limited to 125-150 individuals total of family members and close friends.

****{BELOW IS THE FORMAT / SUGGESTED TEMPLATE TO USE FOR THE HOMEGOING SERVICE -}**

THE CELEBRATION OF LIFE & CHRISTIAN WITNESS

OF

“ _____ ”

PRELUDE “ _____ ” MUSICIAN

FAMILY & PARTING VIEW CLERGY AND FAMILY

THE GATHERING PASTOR DONNA CHILDS

HYMN OF TRIUMPH / SONG “ _____ ”

THE PRAYER OF THANKSGIVING MINISTER _____

OLD TESTAMENT READING “ _____ ” DEACON _____

NEW TESTAMENT READING “ _____ ” DEACON OR FAMILY MEMBER

SONG OR SOLO (OPTIONAL)

EXPRESSIONS OF SYMPATHY AND RESOLUTIONS *Sister Sandy Moore*
Church Clerk

REMEMBERING _____ EARTHLY JOURNEY _____

(Choose and List 3 - 5 Family, Friends, or Church Members to Share Memories)

READING OF THE OBITUARY (OPTIONAL) FAMILY MEMBER / FRIEND

MUSIC OF PREPARATION

PROCLAMATION OF THE GOSPEL PASTOR DONNA CHILDS

THE PRAYER OF CONSOLATION MINISTER/PASTOR

THE RECESSIONAL OF FAMILY

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NOTE: There is no limit on the number of individuals who may come and pass through for the Visitation Hour. However, due to Covid 19 concerns and limitations, the actual Homegoing Service, we will need to **limit** the attendance to **125 – 150** family members and close friends.

***A copy of the completed service must be sent to Chante’ Dantzler (or Pastor D. Childs) for approval before it is sent to the printer. **It should be emailed to cdantzler@tcbchurch.com**

THE FUNERAL LITURGY & COMPONENTS - As an assembly of Christian believers, we are invited to focus our lives on the Gospel of Jesus Christ, and by seeking the liturgy of a Christian Funeral, you declare your belief that God has created each person for eternal life and that Jesus, the Son of God, by his death and resurrection, has broken the chains of sin and death that bound humanity.

In order to facilitate the preparation of the funeral liturgy we carefully prepared this **overview**. It will take you through the different segments of the liturgy and will give you basic guidelines by which to abide in order to ensure that your loved one's Homegoing will be of the highest liturgical and theological celebration.

PURPOSE OF THE FUNERAL LITURGY - In the wake of death of a Christian, the church community gathers to celebrate the Christian funeral in order to:

1. "Offer worship, praise, and thanksgiving to God for the gift of life which has now been returned to God, the author of life and the hope of the just;
2. Minister to the sorrowing and to console them "with the comforting Word of God and the gathering of the community;
3. Celebrate the hope of resurrection."

The celebration of the Christian Funeral is rooted in the Sunday assembly. It is an action of the entire church in whose presence we celebrate the life of the deceased and pray for all those who mourn his/her loss. Because the Christian funeral is worship, it is, above all, congregational. And because it is congregational, every effort should be made to enable the assembly to participate in a full and active manner (or a virtual manner).

MUSIC FOR THE FUNERAL LITURGY - Remember that the Christian funeral is a worship celebration, therefore, one of the basic principles that should underlie your selection of music is whether the music is indeed worship music. Popular songs and secular music, no matter how meaningful they may be to you or your loved one, are to be avoided in the liturgy. They may be sung during the visitation, at the funeral home, or cemetery.

All visiting musicians, organists, soloists, ministers or others involved in the funeral Liturgy **must be approved by the pastor and/or Minister of Music & Worship before being invited** to participate in the service. Any special requests should be directed to the pastor and/or Minister of Music & Worship as soon as possible. The Family should provide a love offering to the musician, if possible.

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GUIDE FOR THE LITURGY OF A CHRISTIAN FUNERAL

PRELUDE -As the family and friends gather for the funeral, the musicians will play a variety of music to assist the people in their prayer.

FAMILY & PARTING VIEW -Family will engage in the final viewing of their loved one. During this time a hymn is sung.

THE GATHERING -The officiating minister greets the family and all those present, and invites them to participate in the celebration of the liturgy as we praise God and honor the loved one.

HYMN OF TRIUMPH -The hymn celebrates the decedent's ultimate victory over death.

SUGGESTIONS BELOW: (Optional: The hymn text should be printed in the funeral bulletin)

"Blessed Assurance"	"Come and Go With Me"	"Hold to God's Unchanging Hands"
"I'll Fly Away"	"Just Over in the Gloryland"	"On Jordan's Stormy Banks"
"Standing on the Promises"	"Sweet By and By"	"The Solid Rock"
"Victory in Jesus"	"When the Roll Is Called Up Yonder"	"When We All Get to Heaven"

THE PRAYER OF THANKSGIVING - A minister/member of the clergy (either an associate minister of Tabernacle, or a clergy member of the family) offers a prayer of thanks to God for the life and witness of the deceased.

A READING FROM THE OLD TESTAMENT -* This reading is proclaimed by a deacon of Tabernacle. To help you in the selection of the readings we have provided you with **suggested** passages.

- ___ Isaiah 25:6-9 The Lord will swallow up death forever
- ___ Isaiah 61:1-3 To comfort those who mourn
- ___ Lamentations 3:22-26, 31-33 The Lord is good to those who wait for him
- ___ Job 19:21-27a I know that my Redeemer lives
- ___ Psalm 23 The Lord is my shepherd
- ___ Psalm 25 To you, O Lord, I lift my soul
- ___ Psalm 27 The Lord is my light and my salvation
- ___ Psalm 42 My soul is thirsting
- ___ Psalm 63 My soul is thirsting for you, O Lord my God
- ___ Psalm 91 On Eagle's Wings
- ___ Psalm 103 The Lord is kind and merciful
- ___ Psalm 121 I will lift mine eyes unto the hill, from whence comes my help. My help comes...
- ___ Psalm 122 I rejoiced when I heard them say: let us go to the house of the Lord
- ___ Psalm 143 O Lord, hear my prayer
- ___ Other

A READING FROM THE NEW TESTAMENT -* This reading is proclaimed by a person / lector of your choice. To help you in the selection of the readings we have provided you with **suggested** passages.

- ___ Romans 8:14-19, 34-35, 37-39 Nothing can separate us from the love of God
- ___ 1 Corinthians 15:20-26, 35-38, 42-45, 53-58 The body raised in glory
- ___ 2 Corinthians 4:16-5:9 Things unseen are eternal
- ___ 2 Timothy 4:6-8 I have fought the good fight
- ___ 1 Thessalonians 4:13-18 I do not want you to be ignorant about those who died
- ___ Revelation 7:9-17 God will wipe away every tear
- ___ Revelation 21:2-7 Behold, I make all things new
- ___ John 5:24-27 He who believes has everlasting life
- ___ John 6:37-40 All that the Father gives me will come to me
- ___ John 10:11-16 I am the good shepherd
- ___ John 11:21-27 I am the resurrection and the life
- ___ John 14:1-6 In my Father's house are many mansions
- ___ Other

{*All scriptures and lectors' names should be printed in the funeral program}

EXPRESSIONS OF SYMPATHY - In the wake of death, friends send condolences and other encouraging notes to the family. The family may choose two - four cards to be read, along with resolutions and others commendations. The church clerk will read all expressions of sympathy, including a resolution from Tabernacle, and return them to the family following the funeral service. *(If the church clerk is unavailable, a replacement can be made by the family or church)*

REMEMBERING THE DECEDENT'S EARTHLY JOURNEY - Tabernacle's funeral liturgy does not allow for open remarks. Instead, the **family should choose up to four** relatives, friends, colleagues, neighbors, or fellow churchmen to pay tribute to the life of the decedent. Speakers will be afforded **3-4 minutes** to offer their remembrances.

(CHORAL) MUSIC OF WITNES / SOLO - Tabernacle's choirs are available for evening and weekend services. For daytime services during the week, vocalists (either from Tabernacle or ones selected by the family) will render the music. Please note that families must contract musicians independently, if church musician is unavailable. [**Note: Due to Covid 19 restrictions, the Choir is unavailable to sing but a soloist or a praise ensemble of two or three is an option**] or

MUSIC OF PREPARATION - This selection prepares the family and congregation for the proclamation of the gospel.

PROCLAMATION OF THE GOSPEL - At the center of the funeral liturgy is the proclamation of the gospel, the sharing of the word of hope. As the under-shepherd of the flock of Tabernacle, it is the Pastor's prerogative and duty to offer the eulogy for members in their care.

THE PRAYER OF CONSOLATION - The Pastor, a minister of Tabernacle or another minister offers a prayer that commends the family to the grace of God for comfort and healing.

THE RECESSIONAL - This is the formal recession or egress from the sanctuary at the conclusion of the funeral liturgy.

Suggestions: "Come and Go With Me" / "Going Up Yonder" / "I'll Fly Away" / "Walk in the Light" / "Soon and Very Soon" / "We'll Understand It Better By and By" / "When We All Get to Heaven"

Requests for changes to the funeral liturgy must be made by the family or family spokesperson and requires the pastor's approval. The final draft of the liturgy and program should be confirmed with the pastor via email at least 24 hours prior to the funeral service. Any change made after the pastor's final approval may not be honored in the service.

PROTOCOL FOR FUNERAL SERVICE AND GRAVESIDE RITES - Any activities to take place before the funeral service, such as family visitation or special memorial rites conducted by social or fraternal organizations, must conclude no less than fifteen minutes prior to the commencement of the funeral service. Military rites, if applicable, may be conducted at the graveside immediately after religious rites have been completed.

Graveside Rites will include: • Reading of Scripture • Prayer • Committal of Body • Final Benediction

In your time of grief and bereavement, may you find comfort in the One who knows and has the answers to all of your many questions... Yea, though I walk through the valley of the shadow of death, I will fear no evil: for Thou art with me; Thy rod and Thy staff they comfort me. PSALM 23:4

PROVIDING HOPE IN TIME OF GRIEF

Jesus Christ has given us the victory. In sorrow, there is rejoicing. In death, there is life. In suffering, there is victory in Jesus Christ. The Tabernacle Fellowship stands ready to assist bereaved families. At this time of loss, the members of Tabernacle Community Baptist Church extend our heartfelt sympathy, prayers, and support. May the peace of Christ be with you!

Additional Information

Scripture Recommendations:

Old Testament - Isaiah 25:6-9

- Isaiah 61:1-3
- Lamentations 3:22-26, 31-33
- Job 19:21-27a

Psalter

- Psalm 23
- Psalm 25
- Psalm 27
- Psalm 42
- Psalm 63
- Psalm 91
- Psalm 103
- Psalm 122
- Psalm 143
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Epistle-

Romans 8:14-19,34-35,37-39
I Cor. 15, 20-26, 35-38, 42-58
2 Cor. 4:16 - 5:9
2 Timothy 4:6-8
I Thessalonians 4:13-18
Revelation 7:9-17
Revelation 21:2-7

Gospel

John 5:24-27
John 6:37-40
John 10:11-16
John 11:21-27
John 14:1-6

Florists Suggestions Only - but you may use a florist of your choice :

Marcies - 414- 562-3900

Alfa - 414 -475-7080

Carter's Creations - 414-265-1727

Printers Suggestions Only- but you may use a printer of your choice:

Milwaukee Times - 414-263-5088 (1936 N.Dr.M.L.K Drive) - <http://milwaukeetimesnews.com/contact-us>

Great Impressions - 414-536-7646 (5330 W. Burleigh St.) - <https://www.greatimpress.com/>

*Confirmation of Service Date and Time - _____

If there is anything else you need or additional questions we can answer, please do not hesitate to contact us. Our sincere prayers and thoughts are with you.

SAMPLE OBITUARY OUTLINE

Celebration of Life and Obituary for _____

The Lord blessed this world with the life of our beloved Will Jones. Will was born on December 1, 1921 to the union of **Bill and Sara Jones** in Jackson, Mississippi. He was the youngest of five. He begin his formal education in the school system of Jackson, Mississippi. His family moved to Milwaukee in 1931.

Will was united in holy matrimony with _____ on September 1, 1946. It was a marriage that blossomed and brought joy. Their union was blessed with five children.

Will accepted Christ, as his personal Savior, at an early age in 1930 at St. Rock Baptist Church and continued to grow in Christ. Upon moving to Milwaukee, he united with Tabernacle Community Baptist Church under the pastorate of the late Rev. Jewell L. Williams. He continued his membership under the late Rev. Robert L. Harris, Rev. Dr. Don Darius Butler and current Pastor, Rev. Dr. Donna Childs.

At Tabernacle, **Will** was committed and he faithfully attended worship services until his health did not allow him to. He was a dedicated member of the Usher Board. He served faithfully and was a mentor to many members. He was a special person and showed love to all he came in contact with. He truly displayed the love and joy of Christ in his life.

Will completed his formal education in the Milwaukee Public School System and graduated from Rufus King High School in 1940. He proudly served for the United States Army. He enlisted on March 7, 1942. He served dutifully for four years and was honorably discharged on January 8, 1946. He served in various positions in the Army. He later attended classes at MATC.

Will was employed by A.O. Smith for over thirty years. He worked diligently as a forklift operator and in other positions, until his retirement. He received several honors and awards. He was recognized as a recipient of the Milwaukee Times Legacy Award in 2010. He also received the Faith Award as Tabernacle. He was involved in various civic events in the city and became a city-wide leader and advocate.

An avid gardener, **Will** loved working in his garden. He also enjoyed fishing, baseball, grilling, hunting and cooking. Willie will be especially remembered for his style and class. He was a sharp dresser and loved to dress. He was also a member of the NAACP organization.

The Lord called **Will** home on January 2, 2019. He was preceded in death by his wife, _____, and son, _____, and his parents.

He leaves to cherish his memory, son, _____, daughter, _____. He also leaves to cherish his memory, three brothers; _____, _____, and _____. Four Grandchildren, _____, _____, _____, and _____ and a host of great and great-great grandchildren, nieces, nephews, cousins, family and friends and his Tabernacle Family.