

# **YOUNG PEOPLE'S SERVICE N.I.T.E.**

## **HANDBOOK** **Established January 2002**

A MINISTRY OF  
TRUE HOLINESS ASSEMBLIES OF TRUTH  
UNITED INTERNATIONAL.

*Let no man despise thy youth; but be thou an example of the believers, in word, in conversation, in charity, in spirit, in faith, in purity. (I Timothy 4:12)*

*Welcome to the Young People's Service N.I.T.E. activities. We are glad to have you join us in this effort to unite the youth and young adults in service and ministry.*

*This handbook is to inform you of the purpose and goals of the YPSN. YPSN is a group of enthusiastic people who will help each other grow in the grace and knowledge of our Lord and Savior Jesus Christ.*

*Please refer to this book often for guidance.*



*It will help you reach your goal.*

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## History

In 1989, the Lord gave a vision to Presiding Elder Larry Smith (now Suffragan Bishop) to develop a program that would teach youngsters how to operate in the church and minister in the community. Children and youth eagerly participated in Young People's Service Nights (YPSN) to gain knowledge and skills in Christian service. The original YPSN agenda involved various teaching methods such as drama and arts, choirs, Jr. Usher training, Jr. Trustee training, Christian youth councils, and conventions. These services and training sessions were held on every Monday night.

In 1991, Presiding Elder Smith handed over the responsibilities of YPSN to others to continue, because he was appointed to pastor the church in Silverton, Ohio. For ten years, YPSN was under the leadership of several Elders and Evangelists.

The YPSN has evolved into a classroom setting with a major emphasis on academics, leadership skills, and spiritual excellence.

In November 2001 the original function of the Young People's Service Night was reorganized and reestablished by Presiding Bishop P. A. Smith to resemble its original purpose. The service night is now known as the Young People's Service N.I.T.E.

The acronym N.I.T.E. stands for Nurturing through instruction, Identifying spiritual gifts, Training for public ministry, Exercising talents. The youth pastors are responsible for blending all of the above directives to help the youth (ages 11-17) and young adult (ages 18-30) to transform into the minister or ministry helper that will make our worship services more beneficial for the body of Christ and to the visitors to our services.

In January 2002 the first session for the year began at True Holiness Church of God Woodlawn, Ohio. The pastor is Bishop Lolan H. Ray. This church will serve as the training headquarters for YPSN worship services.

## *Purpose*

This method of training for worship service activities are especially designed for the young adult, teenager, and pre-teens. They will be provided with opportunities, through learning events, to improve their sincerity of worship, ways to testify in the public assembly, musical and artistic talents, public speaking, and leadership during the church service.

## *Youth Pastors*

Elder Brett Norman and Elder Sylvia Ingram are appointed as Youth Pastors and spiritual mentors for the Greater Cincinnati area congregations, for 2002. They will act as assistants to the Pastors of these respective churches. This combined effort will produce young people ready and able to participate in the army of God.

## *Chain of Authority*

The Youth Pastors will serve for one (1) year and will be reappointed for the following year, upon a job review. They will make quarterly written progress reports to the Presiding Bishop and Pastors. The Presiding Bishop holds jurisdiction over these services for the year 2002.

## *What Do We Expect to Happen This Year?*

The YPSN is expected to help develop outstanding leaders who have increased in Bible knowledge. This knowledge will be presented by providing opportunities for these young people to preach, teach, orate, and to publicly present their talents.

By imitating good leadership, the young people will be challenged to be public, living examples to others in their daily living and service to God. They will also learn to evangelize and worship in Spirit and in Truth.

By the 2002 Annual Assembly, we will see a capable group of young people on fire for God!

## *Formats for Worship Services*

**Format #1** (This format should be used when the youth pastor needs to bring forth a special message or a YPSN member is scheduled to speak.)

- a. Open service with congregational songs (one person to lead out)
- b. Prayer in unison
- c. Scripture reading in Proverbs, Psalms, or Ecclesiastes. (This can be a different person than the song leader.)
- d. Short praise song.
- e. Scripture Shower (Evang Ingram will teach this.)
- f. Testimonies from a few individuals who will not participate in Scripture Shower. These individuals will form a line upfront at the microphone to testify. No songs are to be sung during testimonies. Testify with great enthusiasm. Practice! Practice! Practice!
- g. Corporate praise of songs and dancing.
- h. Offering.
- i. Musical selection. (Can be omitted when running short on time.)
- j. Introduction of preacher, teacher, or orator. (one individual or a group of individuals).
- k. Altar call.
- l. Last remarks.
- m. Dismissal by preacher, teacher, or orator. (Memorize and Use Jude 24-25, or Numbers 6:24-26, Philippians 1:6, or 3<sup>rd</sup> John 2 for all dismissals.)

**Format #2** (This format is used when the membership is in charge of a program (Joy Night!). This is an opportunity for the youth pastors to evaluate the members' progress.)

- a. Open service with congregational songs (one person leads out).
- b. Prayer in unison.
- c. Scripture reading in Proverbs, Psalms, or Ecclesiastes. (This can be a different person than the song leader.)
- d. Short praise song.
- e. Scripture Shower/Corporate praise/ ***No testimonies.***
- f. Corporate praise
- g. 5-minute exhortation from Youth Pastor.
- h. Talent presentations (Program coordinator).
- i. Altar call.
- j. Last remarks.
- k. Dismissal by young minister. (Memorize and Use Jude 24-25, or Numbers 6:24-26, Philippians 1:6, or 3<sup>rd</sup> John 2 for all dismissals.)

*In formats #1, (events a – f) and in format #2 (events a – e):* Youth Pastors should hold workshop sessions weeks prior to any YPSN service in order to teach and drill individuals or groups on how to participate in these events. Remember to practice, practice, and more practice. For example:

1. A worship leader will need to know the appropriate songs for a devotional, which is different for praise.
2. **For scripture reading the reader needs to learn how to read the scriptures in a public forum. Practice in diction and content should be rehearsed.**
3. The individuals who are to testify should meet with a youth pastor for practice in diction, enthusiasm, and content.
4. **Those young adults who collect offering should meet with youth pastor for training on how to speak to the public for offering collections, how to ask a second time, and on the accounting process. (An experienced trustee can be used for this as well.)**
5. There should always be a rehearsal for musical and talent presentations, whether with or without the youth pastor.
6. **Musicians for the YPSN event should rehearse with devotional praise singers, testimonials, and musical presentations.**
7. A youth pastor should train speakers, preachers, and teachers how to present themselves, their message, and how to make an altar call, and how to dismiss a service.
8. **Ushers and Pulpit Attendants (Nurses) should be trained before they arrive.**
  - A. **Female pulpit attendants should also wear lab jackets, white hosiery, and white nursing shoes. Gym shoes and socks are not permitted. (The National Usher Board President will assist in this training.)**
  - B. **Each usher should have their first name and last name with the word “Usher” written under it on their badge. Clean and identical white gloves must be worn.**  
**Neatness is a must. No jewelry. No colored hair bows or pins sticking out of one’s hair. No outlandish dressing. Hair must be neat and in place. Shoes must be clean and in good condition. Ladies skirts should be three inches below the knee. Males should wear ties.**
9. *If the youth or young adult minister (preacher or teacher) is not recognized by his or her pastor as officially in the ministry, they should stand at a podium on the floor to deliver a message. They should not stand in the rostrum. Remember it is only a learning exercise!*
10. **Only those who are recognized by their pastors for ministry should dress in pulpit attire. Otherwise, both females and males should wear suits.**

11. Do not schedule those who are ministers and those who are not recognized as ministers on the same night.
12. **Example of dismissal by young minister:**

Speaker: Now unto him that is able to keep you from falling, and to present you faultless before the presence of his glory with exceeding joy,

To the only wise God our Savior, be glory and majesty, dominion and power, both now and ever.

Let the people say “Amen”

Congregation: Amen.

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Speaker: (a short personal prayer) Lord, bless these thy people. Keep them from danger seen and unseen as they travel to their different destinations. And upon the appointed time, bring us safely back together again so that we may continue to give thy name the praise.

The LORD make his face shine upon thee, and be gracious unto thee: The LORD lift up his countenance upon thee, and give thee peace. In Jesus Name.

Let the people sing,

Congregation: *Ah---m-e-n!*

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Speaker:	Please repeat after me. Beloved...
Congregation:	Beloved...
Speaker:	I wish above all things...
Congregation:	I wish above all things...
Speaker:	that thou mayest prosper...
Congregation:	that thou mayest prosper...
Speaker:	and be in health...
Congregation:	and be in health...
Speaker:	even as thy soul prospereth.
Congregation:	even as thy soul prospereth.
Speaker:	In Jesus name...
Congregation:	In Jesus name...
Speaker:	Amen.
Congregation:	Amen.

All of these workshop sessions should not convene at the same time, unless the youth pastors enlist help from other experienced ministers. If the youth pastor has a large workload and cannot meet with all of the above within the month prior to the YPSN event, then he and she should enlist other experienced ministers from the united churches to help them accomplish these goals. *The training sessions can take place at any facility of the united churches: For example, four training sessions can take place at the same day at four different locations.* Each workshop should not last any longer than 1½ hours per meeting.

### Scripture Shower

*Scripture Shower* exhortations will be taken from the Psalms, Proverbs, and Ecclesiastes. *These scriptures are chosen for memorization* because they will help reinforce specific knowledge and principles that YPSN members need to know.

Youth Pastors should encourage YPSN members to *learn at least one from each book* to use in their local congregations as well as in YPSN events. By the 2002 Annual Assembly, each YPSN member will be able to demonstrate to the Presiding Bishop and Board of Bishops their proficiency in this area of knowledge.

*Examples below:*

#### **PROVERBS**

3:5-6	3:7-8	3:9-10	4:13	12:15
14:12	13:20	14:29	15:1	15:3
15:29	15:32	16:7	23:29-30	16:18
16:24	16:25	18:10	18:16	18:21
22:1	22:6	23:23	23:24	24:28
26:4	28:13	28:18	29:2	31:4-5
24:17-18				

#### **ECCLESIASTES**

3:1	11:1	5:1	9:10	12:1
12:14				

## PSALMS

1:1-2	8:1	18:3	24:1-2	24:7
27:1	34:1	34:1	34:3	47:1-2
68:1	37:37	37:1-2	37:3	37:1-3
89:1	90:1-2	91:1	92:1-2	95:1
96:9	8:1	100:1-2	103:1-3	106:3
107:1	107:15	113:1-3	116:1-2	117:1-2
118:22-23	118:24	121:1-2	122:1	133:1
139:14	146:1-2	119:15		

Encourage members, especially those who do not have any other talents, to memorize one of entire Psalms for a talent presentation. Remember, these are not called chapters in the Book of Psalms.

### Entire Psalms

1	15	23	24	37:1-11
67	91	93	96	98
100	121	122	127	128
133	134	150		

## *Membership Requirements*

- Must be a member of one of the united churches of True Holiness Assemblies of Truth United International and in good standing.
- Must officially join and commit your time and resources to YPSN in order to participate in the leadership training programs.
- Must be filled with the Holy Ghost or seeking the infilling of the Holy Ghost.

Each member of YPSN must have a clean, and fresh appearance at every service. I Timothy 4:12 says “Let no man despise thy youth; but be thou an example of the believers, in word, in conversation, in charity, in spirit, in faith, in purity.”

All members should display modesty and good taste in clothing and accessories

- Improper clothing or house articles such as shorts, torn jeans, hair rollers, short skirts, house slippers, and tank tops are not permitted. Our clothing must reflect godliness.
- Clothing must fit well—neither too tight nor too large.
- All shirts must be tucked in unless they are square cut.
- Hair must be neat, clean, and not obstruct vision.

All Males

- Pants should not be tight.
- Pants should be belted or buttoned at the waistline.
- Gold chains are unacceptable.
- Long hair is unacceptable.
- Young men should have hair neat and in place (including facial hair). Fancy haircuts or shapes are not permitted.
- Dress shirt or casual dress shirt only.

All Females

- The length of skirts or dresses will be at the knee or lower (measured while standing).
- Splits in skirts or dresses are not permitted. Undergarments and upper legs should remain covered.
- Blouses or dresses with straps must be worn with a jacket or under blouse.
- All hairstyles must look feminine.
- For women, no extreme hairstyles are permitted (I Corinthians 11:1-16).

Behavior/Conduct

- Sleeping, slumping, or laziness does not promote a good learning environment.

- Any unchristian-like behavior will not be tolerated. Those who are not able to abide by YPSN regulations will be counseled for appropriate action.

### *Membership Pledge*

I agree to participate in all YPSN activities. I promise to be on time and bring my Bible and instruments of praise. I am determined to become the best leader that I can be.

### *Youth Pastor Qualifications*

- Must be a member of one of the united churches of True Holiness Assemblies of Truth, Inc. in good standing.
- Is a mature, reliable adult
- Must have a good reputation in and outside of the church community.
- Must be faithful to Bible Studies or Sunday school.
- Must fully understand the mission of the local church and parent organization.
- Must be a capable trainer.
- Must be an avid Bible reader and experienced in applying scripture.
- Must have an understanding of the ways of young people.
- Able to work without direct supervision.

### *Youth Pastor Responsibilities*

- Be responsible for making all business and spiritual growth reports to the Presiding Bishop and Board of Bishops.
- Act as a liaison between the pastors and young people in training exercises only. No personal counseling is needed.
- Organize total group control in dress, behavior, participation, and accountability.
- Resolve conflicts within the membership.
- Refer all disciplinary problems immediately to Pastor and parent.
- For the youth, refer disciplinary problems that you cannot handle immediately to their pastor and parent. Initially make a phone call,

then follow up with a letter describing the situation, who was involved, and the action that you took.

- For the young adults, refer all disciplinary problems that you cannot handle immediately to his or her respective pastor by phone, then follow-up with a letter.

### *Financial Reports*

A formal record should be kept of all financial contributions and disbursements throughout the year. Receipts should be given to every person that asks for one and for all those who write checks.

Financial Reporting forms to be used for the Annual Assembly can be obtained from the Chief Financial Officer of THAT, Inc.

### *Quarterly Progress Reports*

Progress Reports should be given to the Presiding Bishop with copies sent to each pastor, at the end of every quarter. Include the following in the report:

1. What workshops or training sessions took place within the quarter?
2. Describe the purpose and results of each workshop or training session.
3. Who was in charge of each session?
4. Describe the YPSN services and what major events (good or bad) that took place.
5. Include your recommendations
6. Make sure your report is dated and signed by the writer and contributor.
7. A report of all those who did not participate, and reasons why they did not participate.
8. How much is the amount in YPSN treasure. Include money raised and money spent.

Youth Pastors written report should not exceed 300 words or less than 200 words. Use the official Interoffice Correspondence sheet of THAT United Int'l (ask Executive Assistant of President/CEO for sheets)

## End of Year *Financial* Report to Annual Assembly:

\_\_\_\_ (Date) \_\_\_\_

Money Brought Forward	_____
Money Raised	_____
Money Spent	_____
Donation to the Annual Assembly	_____
Balance in Treasure to date	_____

## End of Year *Progress* Report to Annual Assembly:

\_\_\_\_ (Date) \_\_\_\_

Number of active members starting the year	_____
Number of members added	_____
Number of youth received Holy Ghost or on altar	_____
Number of young adults received Holy Ghost	_____
Number of enactive members	_____
	_____
How many active preachers not in training	_____
How many active teachers not in training	_____
How many musicians	_____
How many special talents?	_____
List special talents:	_____
Current number of active members	_____

## Workshops

- Youth (ages 11-17) and Young Adult (ages 18-30) workshop sessions should be kept separate.
- An effective workshop has 15 members or less in attendance.
- Two or more workshops can be presented at the same time if there are capable instructors available.

# YOUNG PEOPLE'S SERVICE



**N**urturing through instruction (Proverbs 1:2-7)

**I**dentifying spiritual gifts (I Corinthians 1:4-7; I Peter 4:10-11)

**T**raining for public ministry (II Timothy 4:5; Romans 12:6-8)

**E**xercising talents (Psalm 33:3)

*Its mission is to help develop young leaders (youth and young adults) for the church of today and tomorrow.*



*Dear YPSN Member,*

*Please read and sign this page and give it to your youth pastor.*

**“I agree to participate in all YPSN activities. I promise to be on time and bring my Bible and instruments of praise. I am determined to become the best leader that I can be.**

**I have read the handbook and I am willing to abide by the rules and regulations contained therein.”**

**I have chosen the following scriptures for *Scripture Shower*.**

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*(The following is for those who would like to use scripture memorization to participate on programs.)*  
**I have chosen the following Psalm to memorize for my talent presentation.**

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( Please sign your name here)

*Thank you for your participation.*

*Yours In Christ,*

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*Youth Pastor*

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*Youth Pastor*

\_\_\_\_\_  
Youth Pastor sign above to verify Handbook Workshop attendance.

\*\*\*\*\*YPSN\*\*\*\*\*