

Women's World Day of Prayer

WWDoP takes place 1st Friday in March each year. The service is written by the women of one country within the international movement and focuses on an issue that is important in their lives and in many other parts of the globe. 170 countries and islands take part and the service booklet is translated into more than 60 languages and 1000 dialects.

Key Areas

Service

November / December

The booklets, posters and service information are delivered by post in November/December to the person responsible for organising the event. The content and length of service (preferably less than one hour) should be checked. It is possible to remove hymns / songs that are unfamiliar or readings / prayers if the service is too long.

A speaker must be found who is relevant to the theme by using personal contacts, minister, members of forum. A copy of service sheet and speaker notes is sent to speaker and the host church provides service leader.

January

It must be agreed with forum, leader and host minister the time of the service. (This has traditionally been 10.30am but with agreement this could be changed.)

Musician/s should be found and given service book and music. Choirs should be encouraged to attend where possible.

Allocate roles of readers for each of the churches in CTiW, evenly distributing, as far as possible.

Mark up sufficient service books and send with posters to each churches organiser. See attached letter that can be used to communicate with organisers.

Churches should write up their own posters to advertise the service.

February

Posters are put up in each church.

Organisers find readers willing to take part in the service.

Preparation days

December/ January

Invitations to preparation days arrive in November / December from the National Committee. These days can be useful in giving more information about the service and music chosen. Check online for most convenient days before booking.

People needed

Host church provides leader, finds speaker and readers.

Other churches provide readers. It is usually 3 / 4 from each church.

Decorating church

Maps, pictures, music, flags, fabrics and anything else which is appropriate can be used to decorate the host church.

Refreshments

The host church provides refreshments. This can be coffee and biscuits, cakes and gateaux or a light lunch. The choice belongs to the host church.

Finance

Expenses may be covered by local church, CTiW or WWDOP for some things.

March

A collection is taken during the service for the worldwide organisation therefore the host church provides collectors during the service and two people to count the money afterwards. The envelopes are opened and gift aid information is transferred onto sheets. Ensure enough copies of the recording sheet are available.

The money is banked by the host organiser, two signatures are required, and receipts and forms are sent off to national WWDOP.

The following year's organiser's name & details are sent immediately after current year's service is finished with order for service books and posters for next year. The contact may be an individual or a parish office.