

Introduction

The purpose of this guide is to provide a simple explanation of how to coordinate a week of 24-7 prayer for your church or group.

Getting Started

- Start early, but not too early!
- Decide if there will be one prayer co-ordinator (useful if one day), or if you will divide the days between a given number of people i.e. one person for each day or one person for 2 days, 3 days etc.

Prayer Co-ordinator's Role

1. Ensure there is a team to set up and maintain the prayer room. Ensure that cups are washed, litter is picked up, during the week before.
2. To ensure that there are people willing to be on-call or to let people into the prayer room during hours the venue is not normally open (if this is the way you have chosen to run the week).
3. To ensure the rota becomes filled.
4. To communicate the project to leaders and to the congregation - a one to one or through the leadership team.
5. To distribute prayer points to the congregation and those taking part.
6. To feedback prayer and what God is saying to you

Prayer Points

- Can be placed on the church website.
- Printed out.

Getting People Signed-up

- When People sign up, give them prayer points, with a time on the top, or alternatively a reminder card.
- Add them to the rota.
- Rotas should be duplicated weekly to ensure you don't have to start again in case you lose the rota, or alternatively stored on a word document, but ensure personal details are secured re data protection act.
- Alternatively, a rota can be placed on website and people can sign up directly. This is definitely possible if you have a church insight website. If rotas are placed on the website ensure only first name or last name are used - not both. Do not add any other details like telephone numbers e-mail addresses and password protect the document so the general public cannot access information.
- Just before the week is about to start phone up people to remind them – get a team to help you. Check that everyone who signed up is able to pray.
- Ensure leadership advertise 24-7 within the church and fully support it.

Finally

- Gather prayer responses together and communicate it with the congregation via website, newsletter.
- Add advice that can be used to amend this document with extra tips for other churches.