

Preparing for Pentecost 2014

Northampton Diocesan Evangelisation Team



Information and Guidelines for Leaders

The Pentecost Novena order of service is given as a template in order to help parishes or groups organise a prayer service as part of a Pentecost novena. There is also a shorter prayer service as well as simple prayer cards that are available. On each of the nine days of the novena there will be at least one group praying somewhere in the Diocese of Northampton either using the prayer cards or the shorter or longer version of the order of service. This year there are also resources to support schools and youth groups that wish to take part in the Pentecost Novena.

Suggested Uses

The Pentecost Novena Prayer Services may be used whenever people gather during the nine days of the novena. It could be prayed before or after Mass or other liturgies or as part of other meetings.

Additional Resources

The shorter and longer Pentecost Novena services and other resources are available via the NORES office or from the Northampton Diocesan website Evangelisation section. Please see www.northamptondiocese.org (faith).

General guidance

- Leaders are free to be creative and adapt the longer prayer service to best suit the needs of their groups however in order to maintain unity with the other groups praying the novena leaders are asked follow the following guidance when preparing their service:
- The Novena begins on Friday 30th May 2014 (Friday of the 6th Week of Easter, even though the Solemnity of the Ascension is transferred to the 7th Sunday). *This year therefore the Pentecost Novena will take place between Friday 30th May and Saturday 7th June 2014 inclusive.*

- Leaders must arrange prayer services in full co-operation with their parish priests. It is important to keep our priests informed and to follow any guidance they give e.g. If you would like to use a Church/ Church hall as a venue or include a time of adoration before the Blessed Sacrament as part of your prayer service this needs to be with the full knowledge and support of your parish priest and arranged in advance. In planning and organising your service you must follow the relevant parish and Diocesan policies (e.g. safeguarding/ health and safety).
- When planning your prayer service please retain the overall structure and themes given in the template below. Feel free to change or adapt the hymns and intercessions and to organise the last section (adoration) as best suits your group. If you don't have any musicians feel free to sing unaccompanied or to use recorded music. There is a hymn 'Holy Spirit Lord of Love' available as part of these resources with a free MP3 file and sheet music.
- The prayer service should be as inclusive as possible. It is a very simple service. It includes some basic teaching from Scripture about the Holy Spirit, some well-known hymns and some prayers that everyone can join in with. Make sure that everyone has a copy of the prayer responses and hymns so that everyone can join in. The prayer service should be inclusive in its approach and spirituality. Try to organise your service so that it is 'seeker friendly' i.e. in such a way that anyone new who comes along will be able to fully participate and feel included.
- The basic service should be up to an hour long. You may wish to extend the service and include more time for adoration, if so you can arrange it so that everyone can join in with the core service and then feel free to leave or stay on for longer if they are able to.
- Practical Issues: If possible try to put together a small team to help organise the event. That way you can pray and plan together and share out the jobs that need to be done. In your planning give some thought to the welcome and hospitality you will offer, also be creative with your advertising of the event and try to extend the invitation as widely as possible using different means of communication e.g. flyers that can be used with a personal invitation, as well as the more usual forms of communication (posters, newsletters). Make use of modern means of communication too if you can.
- You may wish to organise a follow up event to help you further celebrate Pentecost.
- Once you have organised a date for your service please send details of the venue, date and time and the main leaders' contact details to the Diocesan Evangelisation Team as we will be co-ordinating information about where and when the novena is being prayed around the Diocese. Please send information about your service (date & time/ venue) and the contact details of your event organiser to:
Alex Heath, Diocesan Evangelisation Team
NORES, HOLY GHOST RC PARISH CENTRE, WESTBOURNE ROAD, LUTON, LU4 8JD
Tel: 01582 723312, 07963032175 (Mobile) E mail: heath@nores.org.uk

- Once we have confirmed with you the date, time and venue of your service and have the contact details of the person leading your service we can then send you any other resources that may developed or shared by other groups as they become available.

Specific Guidance about the Novena Prayer Service

Optional Presentation

After the opening prayers if you have access to audio visual equipment (e.g. a projector, computer with access to the internet, speaker) you may wish to show a section of the video 'You will receive a power' which has been produced by Net for God TV. To view this video log on to: www.netforgod.tv/VOD/index_en.html#

On the webpage look under previous movies and select the video 'You will receive a power (Acts 1:8) a film with Mary Healy'. The video is about 30 minutes in length so we suggest you show a shorter section that you decide is most suitable for your gathering. The opening section, from the beginning of the video up to approximately 12 min 10 seconds works well as an introductory section.

Themed Readings from Scripture, Prayer Responses and Hymns

Gather a team of confident readers who can read the Scripture readings and reflections. Make sure you have a Bible ready with the prepared readings and that readers have a chance to practice with any PA system beforehand.

If you have musicians and singers make sure they are familiar with the hymns you have chosen and have had a chance to practice. Also make sure there are enough copies of hymn books for everyone and that you have someone to hand them out to people along with the order of service as people gather.

Intercessions

For the prayers of intercession you may wish to compose your own, praying for a fresh outpouring of the Holy Spirit on the Church and the world. Make sure to include particular intentions e.g. for the Universal Church, our own Diocese, for a New Evangelisation and any other intentions. For ideas for themes for prayer you can visit the following website: www.burningbushinitiative.com/english/pentecostnovena.htm

You also may wish to use the intercessions given in the Prayer of the Church (Divine Office) for the day you are gathering to pray.

Adoration

You may wish to begin with a hymn. After singing the hymn there will be a time of quiet prayer in Church. During this time you may wish to include some or all of the following:

- With the permission and support of your parish priest you may wish to include a time of adoration before the Blessed Sacrament
- A time for being still before the Lord and silent prayer. This can help us to have a sense of waiting on the Lord with expectant faith just as the early disciples waited in the Upper Room for the coming of the Holy Spirit.
- You may wish to sing some hymns of adoration e.g. Be still for the presence of the Lord, As the Deer etc.
- You may wish to pray the prayer of the Church e.g. if you are gathering in the evening you may wish to pray evening prayer of the Church for the day that you are praying.
- You may wish to recite psalms of praise and adoration (you can choose suitable psalms from the Bible or select psalms from the Prayer of the Church/ Liturgy of the day)

Acknowledgments:

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NORTHAMPTON DIOCESAN EVANGELISATION TEAM
Promoting local and practical initiatives for the New Evangelisation
 NORES- Religious Education, Evangelisation, Catechesis & Schools