

Dear Friends,

Being *Together on the Journey, Sharing God's Love* during times of grief, in particular, is one of the greatest privileges a church is given. Therefore, a core value of Good Shepherd's is to *contribute the blessing of one's presence for the support and care of others.*

When the Psalmist sings: "Yea, though I walk through the valley of the shadow of death," the important words are to 'walk through' and we are here to assist you and your family in that movement. We do not want anyone to become overwhelmed when death happens and by the swirl of details ranging from the funeral home, the cemetery, and what type of memorial service and reception to prepare. Therefore, we want to accompany you with planning the funeral of a loved one or to help you pre-plan your own funeral. Understanding the available options in advance enables you to make your own wishes known and lessen the number of details to consider in the short time between death and the funeral service.

We want this booklet to be more than a list of details, which of course it will provide. We also hope for it to be a statement of our pledge to guide you and your loved ones with the Good News of faith in the resurrection of our Lord, which unfolds in the prayers, songs, message and scripture chosen for a funeral service. Through this important ritual, we claim ownership over the tough realities of death with sadness and mourning, we also celebrate the gladness of the life we share with one another, and in the resurrection that we all share in Christ Jesus. The same Christ that we also look to for comfort and hope in all our times of need.

May the peace and consolation of our Lord, Jesus Christ, bring light and hope to all of us who walk in and through the shadow of death and trust in the promised resurrection.

Peace,
The Staff of Good Shepherd Lutheran Church

Funeral Planning Guide

One of our core values at Good Shepherd is to
Contribute the blessing of one's presence for support and care of others.

It is our promise to walk with you on the Journey,
as we assist with the planning of a loved one's funeral or
to help you pre-plan your own funeral.

After completing the funeral pre-planning, we suggest you make copies of the
pre-planning information for yourself, a family member and for the Lead Pastor at
Good Shepherd Lutheran Church to keep on file.
Finally, we suggest you review and update your plans annually.



Good Shepherd
LUTHERAN CHURCH
651-451-6225
goodshepherdigh.com

MISSION

*Whether one's feet are big or small, fresh or worn, running or crawling
Good Shepherd Lutheran Church is:*

Together on the Journey, Sharing God's Love

VISION

*Good Shepherd Lutheran Church is committed to providing a Christ-centered,
relationship-building, intergenerational community through:*

Creating grace-filled, actionable worship
Nurturing life-long learning
Contributing God's blessings to others

Table of Contents

Letter from the Staff of Good Shepherd Lutheran Church (page 1)

Good Shepherd Lutheran Church's Mission and Promise to You (page 2)

Funeral Home and Church Coordination (page 4)

- Visitation (page 4)
- Graveside Committal Service (page 4)

Basic Funeral Service Elements (page 5)

- Staff (page 5)
- Typical Order of Worship (page 6)
- Worship Components (page 6)
 - Music (page 7)
 - Bible Readings (page 7)
 - Tributes (page 7)
 - Other Readings (page 7)
 - Affirmation of Faith (page 7)
 - Holy Communion (page 8)
 - Bulletin/Worship Program Cover (page 8)
- Suggested Music Selections (pages 9-10)
- Suggested Bible Readings (page 11)
- Affirmation of Faith Choices (pages 12-14)
- Receptions (page 15)
- Symbols, Pictures, Slideshows (page 15)

Additional Information

- Memorials & Bequests (page 16)
- Advanced Health Care Directive (page 16)

Funeral Planning Worksheet (Colored Attachment - pages 17-18)

Funeral Home and Coordination with Good Shepherd Lutheran Church

It is extremely helpful for you to choose in advance the funeral home with which you would like to work. We encourage advance planning with the funeral home.

During the days preceding the funeral, the funeral home and church will begin to coordinate details, especially the day and time of the visitation, funeral service, reception and graveside service. **Generally, the services of a professional funeral director from a funeral home or the cremation society are required the day of the funeral.** Therefore, your first calls are to your chosen funeral home and the church.

The funeral home will help prepare such things as transportation of remains, casket or urn choice, death certificate, obituary, florist selection, envelopes, memorial books and burial arrangements. Many funeral homes have a chapel that can accommodate a funeral service. The officiating pastor and church musician will gladly lead the service at the funeral home chapel.

Visitation:

The visitation, in the past called the "wake", is a time set aside for family and friends to gather prior to the worship service. The visitation provides an opportunity for family and friends to share their condolences personally. You can choose to have a visitation at the funeral home the afternoon of or evening before the worship service or at the church an hour or two prior to the funeral/memorial service. The visitation is a great time to display memorabilia and photos, poster boards and/or video.

*A visitation is not required.

Graveside Committal Service:

If it is a funeral, with a casket, you will plan a time following worship and the reception to go to the graveside for a very brief committal service. If the graveside is at Fort Snelling, being on time is extremely important. If it is a memorial service, with an urn, you have flexibility as to what day you go to the graveside. We provide pastoral presence at the graveside if the family wishes. The funeral home will work closely with family on making these arrangements.

Basic Funeral Service Elements:

Funerals and Memorial Services can come in all different shapes and sizes. Each service is individually prepared depending on the needs of the family. We want your celebration of life to share your story in a special way alongside the grand story of our Lord and Savior, Jesus Christ.

Staff involved in Your Service Planning:

Officiating Pastor

The officiating pastor will meet with the family to discuss the date, develop the funeral bulletin and plan the service, including music, Bible passage(s), tributes and other participants, like pall/urn bearers and readers. In addition, the pastor will spend time listening to stories about the deceased in order to prepare a message that is unique to the individual.

Musician

The church musician is highly skilled in playing organ and/or piano, along with leading congregational singing and providing beautiful special music solos. The musician can also accompany a friend or relative who desires sharing special music.

Funeral Reception Coordinator

The funeral reception coordinator(s) will assist you in planning the space for memorabilia, flowers, photos and slideshow. If the family chooses to have a reception following the funeral service, the coordinator(s) will assist in helping you choose what food to prepare and serve. The coordinators ensure kitchen help is provided to serve and clean-up.

Sound Technician

If the church musician is not requested for the funeral service, a sound technician is present to ensure audio and video needs are met including the playing of recorded music.

Church Administrator

The church administrator will often times become the contact person for the family to provide messages for staff, drop off items to be used at the funeral, test slideshows and more. The church administrator also prepares and prints the bulletin.

Typical Order of Worship:

Prelude Music
Processional of Family: Special Music or Congregational Hymn
Spoken Liturgy
Bible Reading or Other Reading (optional)
Prayer of the Day
Tributes (optional)
Congregational Hymn or Solo (optional)
Bible Reading
Message by Officiating Pastor
Congregational Hymn or Solo
Affirmation of Faith
Holy Communion (optional)
Prayer
The Lord's Prayer
 (If needed) Communion Distribution Song/Music
Commendation Prayer
Blessing
Recessional Music: Special Music or Congregational Hymn
Postlude Music

Worship Components:

The spoken Funeral Liturgy is a beautiful remembrance of our baptism. At baptism, we make visible God's promise to walk with you on your journey here on earth to your home in heaven. It is important for family and friends to be reminded of the precious promise that you are interconnected with Christ Jesus – "if we were buried with him by baptism into death, then as Christ was raised from death by the love and power of God, we too might live a new life. If we have been united with Jesus in a death like his, we will certainly be united with him in a resurrection like his." Because of the importance of hearing this promise, the Funeral Liturgy is typically the same at each memorial service.

With that said, we do not do cookie cutter funerals. We want the service to celebrate both the story of Jesus Christ and the person whose life he touches. Therefore, additional songs, Bible readings, other optional readings and tributes make the overall service tell the personal story of each Child of God.

Music:

Music is a beautiful expression of both faith and the story of your loved one. Hymns/Song selections can be either traditional or contemporary. They can be played on the organ or the piano. Although live music is encouraged, in some instances we understand recorded music works best. Whether you choose traditional or contemporary, faith-based music is recommended during the service. At the discretion of the church staff, we may incorporate secular song selections into the worship service.

Consider: Will the musical selection be a congregational hymn? Will the musical selection be a solo? Will it be instrumental?

Bible Readings:

When choosing a Bible reading for a funeral, it is helpful to ask, "What passage from scripture was a favorite? What passage from scripture proclaims much needed Good News? What passage from scripture describes your loved one's relationship with God?" Often, the officiating pastor chooses the Bible passage, if one is not given. S/He hears the family stories and can draw on which scripture to tell.

Consider: Do you have a loved one who will read scripture or do you want the officiating pastor to read?

Tributes:

Eulogies is another way of saying 'tribute'. Who do you want to tell your story? Consider which stage in life you want shared – childhood, marriage, work, etc. We recommend no more than three tributes be given during the service. Each tribute ought to be 3-4 minutes or less. The reception is a grand place to provide the opportunity for others to share stories. *Note: If someone cannot give a prepared tribute because of the day's emotion, the officiating pastor is available and prepared to step in and read it.*

Other Reading:

When a loved one wants to offer a tribute, but doesn't want to write or speak a personal story, it can be appropriate to make a tribute through the reading of a special poem or saying.

Affirmation of Faith:

As a way of culminating the worship service, those gathered will remember their story of faith by reciting together an Affirmation of Faith. The Affirmation of Faith allows us to declare our belief in the One who holds us and our loved ones - God the Creator, God the Savior and God the Holy Spirit. You can choose a traditional Affirmation of Faith or a contemporary version.

Holy Communion (Optional):

When we gather at worship around the altar for Holy Communion, we do so with the communion of Saints around the world, as well as those who have gone before us. Serving the Sacrament of Holy Communion is a special way for us to remember we continue to be on the Journey Together with the Saints. At Good Shepherd we invite all people to receive the gift of grace given in Holy Communion. We will make clear at the funeral service that no one is excluded from the Lord's Table at Good Shepherd.

Bulletin/Worship Program:

On the front cover of the worship bulletin, families can choose to have a photo of their loved one, a cross, or a symbol representing their loved one. For example, perhaps your loved one made bird houses or loved butterflies, you can choose this as a symbol. In addition, you can choose to put a favorite Bible verse or poem underneath the photo, cross or symbol. *At the planning session, the pastor will provide a sample bulletins for family to see.*

SUGGESTED MUSIC SELECTIONS

Below is a list of possible songs to be used at a memorial service. There are, of course, others not listed. The Church Musician will assist you with song requests and musical arrangements. For lyrics, you can ask the Church Musician, use the hymnal table of contents or search lyrics on the web. For example, google search "Lyrics of Abide With Me" for the words of that song.

Traditional Hymns of Comfort:

"Abide with Me"
"Amazing Grace"
"Beautiful Savior"
"Behold the Host Arrayed in White"
"Beneath the Cross of Jesus"
"Be Thou My Vision"
"Blessed Assurance"
"Children of The Heavenly Father"
"Give Me Jesus"
"Great Is Thy Faithfulness"
"Have No Fear Little Flock"
"How Great Thou Art"
"In the Garden"
"It Is Well with My Soul"
"Jesus Loves Me"
"Just A Closer Walk with Thee"
"Just As I Am"
"My Faith Looks Up to Thee"
"My Hope Is Built on Nothing Less"
"Nearer My God to Thee"
"O Day Full of Grace"
"On Eagles Wings"
"Precious Lord Take My Hand"
"Rock of Ages Cleft for Me"
"Shall We Gather at the River"
"Softly and Tenderly"
"The King of Love My Shepherd Is"
"What A Friend We Have in Jesus"

Traditional Hymn Tunes with Comforting Words:

"An Eagle Is Soaring" *Words by Carolyn Winfrey Gillette*
(Tune- Sent Forth by God's Blessing)
"God, Your Love and Care Surround Us" *Words by Carolyn Winfrey Gillette*
(Tune- Love Divine All Loves Excelling)

Modern Hymns of Comfort:

"Be Not Afraid"
"Blest Are They"
"Borning Cry"
"Day By Day"
"Here I Am, Lord"
"How Can I Keep from Singing"
"My Life Flows On"
"Thy Holy Wings"
"You Are Mine"
"When Memory Fades"
"When We Are Living"

Traditional Solo:

"Ave Maria" (Schubert)
"Goin' Home" (Tune-Dvorak New World Symphony)
"His Eye Is on The Sparrow"
"Hymn of Promise"
"The Lord's Prayer"

Contemporary Christian Solo:

"Amazing Grace, My Chains are Gone"
"Come to Jesus" (Untitled Hymn)
"God Knew Your Name"
"Grace Like Rain"
"Held"
"Homesick"
"I Can Only Imagine"
"If You Could See Me Now"
"It Is Well" – Bethel Music
"Rescue Me"
"Safely Home"
"Who You Say I Am"

Secular Solo (Worship Appropriate):

"Angel"
"In This Life"
"My Heart Will Go On"
"Temporary Home"
"To Where You Are"
"Wind Beneath My Wings"
"You Raise Me Up"

SUGGESTED BIBLE READINGS

Below is a list of possible Bible Readings to be used at a funeral/memorial service. There are, of course, others not listed. The officiating pastor will assist you. Often times, after meeting with family, the officiating pastor will suggest a Bible Reading that is helpful in telling a loved one's story alongside God's story.

If you do not have access to a Bible, you can ask the officiating pastor to provide one or go on-line to a site like Biblegateway.com. On this website, you have the opportunity to choose which version of the Bible you want. Otherwise, the officiating pastor will use the CEB – Common English Bible.

Old Testament

Joshua 1:1, 7-9	Isaiah 25:4-9
Ecclesiastes 3:1-8	Isaiah 65:17-21
Job 19:1, 23-27	Isaiah 43:1-3a, 4a
Psalms 23	Isaiah 40:28-31
Psalms 42:1-5	
Psalms 121	
Daniel 12:1-3	
Proverbs 31:1-12, 15-18, 20-21, 25-31	

New Testament

Romans 5:5-11	I Thessalonians 4:13-18
Romans 8:14-23	2 Timothy 4:6-8
Romans 8:31b-35, 37-39	2 Timothy 2:8-13
Romans 14:7-9	I John 3:1-3
Romans 6:3-9	I John 4:7-16
I Corinthians 15:51-57	Revelation 14:13
Philippians 3:20-21	Revelation 21:1-7
Colossians 3:12-17	
John 5:24-29	Luke 1:46-55
John 6:37-40	Luke 6:20-23
John 6:51-58	Luke 7:11-17
John 11:21-27	Luke 23:33, 39-43
John 11:32-45	Luke 23:44-49
John 12:23-36	Luke 24:13-16, 28-35
John 14:1-7	Mark 15:33-39
John 15:9-17	Mark 15:33-39
John 17:24-26	Mark 10:13-16
John 20:19-22	Matthew 5:1-12a
John 19:17-18, 25-30	Matthew 6:25-34
	Matthew 11:28-30

AFFIRMATION OF FAITH CHOICES

Traditional Creeds:

NICENE CREED

We believe in one God, the Father, the Almighty, maker of heaven and earth, of all that is, seen and unseen.

We believe in one Lord, Jesus Christ, the only Son of God, eternally begotten of the Father, God from God, Light from Light, true God from true God, begotten, not made, of one Being with the Father; through him all things were made. For us and for our salvation he came down from heaven, was incarnate of the Holy Spirit and the virgin Mary and became truly human. For our sake he was crucified under Pontius Pilate; he suffered death and was buried. On the third day he rose again in accordance with the scriptures; he ascended into heaven and is seated at the right hand of the Father. He will come again in glory to judge the living and the dead, and his kingdom will have no end.

We believe in the Holy Spirit, the Lord, the giver of life, who proceeds from the Father and the Son, who with the Father and the Son is worshiped and glorified, who has spoken through the prophets. We believe in one holy catholic and apostolic church. We acknowledge one baptism for the forgiveness of sins. We look for the resurrection of the dead, and the life of the world to come. Amen.

APOSTLE'S CREED

I BELIEVE in God, the Father Almighty,
Creator of heaven and earth.

I BELIEVE in Jesus Christ, his only son, our Lord.

He was conceived by the power of the Holy Spirit and born of the virgin Mary. He suffered under Pontius Pilate, was crucified, died, and was buried. He descended into hell. On the third day he rose again. He ascended into heaven, and is seated at the right hand of the Father. He will come again to judge the living and the dead.

I BELIEVE in the Holy Spirit, the holy Christian Church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting.
Amen.

Contemporary Creeds:

EXAMPLE ONE

We belong to God,
Creator of all that is and all that is to come,
abundant provider of the gifts in this life
and the gifts in our own hearts.
It is God alone who gives life,
who is generous beyond measure with grace and blessing.
We follow Christ, whom God sent to teach and heal,
to show us a new way of live,
with love and trust and courage, with joy and generosity.
In this faith Jesus gave of himself, even his very life.
He was crucified and buried;
yet God raised him from death,
and he lives among us and grants his spirit to us.
We live by that Holy Spirit,
and entrust ourselves to its guidance and empowerment.
As members of the church, the Body of Christ,
we devote ourselves to lives of love,
rejoicing in the power of forgiveness,
the reality of resurrection,
and the mystery of eternal life.
Amen.

EXAMPLE TWO

We belong to God, eternal and infinite,
Creator of all things and all that is to come.
We follow Christ, who comes to us from God,
and reveals God to us.
He heals people and transforms lives,
and calls us to join in his ministry.
He was crucified, died, and was raised again by God,
and reigns over all Creation;
and he bids us to die and rise with him
in the service of the healing of the world.
We are moved by the Holy Spirit,
together with the communion of saints,
as members of the Body of Christ, God's holy universal church.
We are confident in the forgiveness of sin,
the power of resurrection and the reality of eternal life.
In all things it is our desire to follow Christ,
by the grace of the Holy Spirit, for God's glory.
Amen.

EXAMPLE THREE (based on *Psalm 23*)

You, O God, are our Shepherd.

You provide everything we need.

You let us rest in green meadows and lead us beside quiet streams.

You renew our strength and guide us in ways that bring honor to Your name.

Even when we walk through difficult valleys, we will not fear,
for you never are far away— protecting and comforting,
guarding and guiding every step we take.

You prepare a feast for us in the presence of our enemies.

You welcome us as friends and lavish your blessings on us.

We know that your goodness and unfailing love
will continue to pursue us all the days of our lives,
and that after our lives here are over,
we will spend eternity in your presence.

Amen.

Good Shepherd Lutheran Church uses contemporary creeds during its Blended Worship service. The Affirmation of Faith is changed seasonally during worship. Please indicate if you have heard a Contemporary Creed during worship that you would like to use instead of one of the three examples suggested.

RECEPTIONS

Food:

An important part of the grieving process is to eat together and to have time for family and friends to tell stories about their loved one in a relaxed setting, which is why we invite you to have a reception following the worship service, before the graveside committal service, if one is scheduled.

Our Funeral Reception Coordinator meets with each family prior to the service to assist in deciding what style of reception is appropriate for your family – a prepared meal, a catered meal or serving only desserts. In addition, the Funeral Reception Coordinator will discuss the cost. Therefore, the family will be asked for an approximate number of guests to be served. The pastoral staff can help with this discernment. We do not serve potluck-style receptions due to health codes indicated in our facility usage policy. Our volunteer kitchen staff must be on-site if anything is served from the kitchen, which makes the reception worry free for the family.

SYMBOLS, PICTURES, SLIDESHOWS

We encourage you to consider what symbols or memorabilia you want to display that reminds you and others about your loved one. For example: Did your dad love fishing? Display his fishing rod or hat. Did your mom love baking? Display her apron.

We suggest you provide on the display table, an 8x10 framed photo of your loved one, which will be moved to the sanctuary for worship. We have easels for you to display photo boards of your loved one with family and friends. You can choose to create a slideshow to be viewed in the Commons during the visitation and reception.

Do not hesitate to ask the officiating pastor for ideas in sharing your loved one's story.

ADDITIONAL INFORMATION

The following is helpful optional information for you to consider in advance.

Memorials:

There are many giving options a family member may wish to consider. These decisions become more difficult near or during the time of death; pre-planning may ease this burden.

Many times, when a loved one dies, surviving family and friends may wish to give a monetary gift in lieu of flowers. These memorial gifts are made in memory of the person who has died. They usually show appreciation to people or organizations that are near and dear to the deceased person and/or their family. A notation similar to the following would be listed in the obituary: "In lieu of flowers, the family prefers memorials be made to *Good Shepherd Lutheran Church.*"

Please consider remembering Good Shepherd Lutheran Church as a recipient of funeral memorials, but also in your estate planning. Church members can name Good Shepherd Lutheran Church as a recipient of a portion of life insurance or a beneficiary of retirement assets. We encourage you to speak to your retirement plan administrator, attorney or tax advisor to discuss giving options.

Advanced Health Care Directive:

Advanced Health Care Planning is a process which helps you think about, talk about, and write down your choices for future health care decisions. While it's not an easy topic to consider, it is important for every adult to have a Health Care Directive – a written plan for loved ones and health care providers to follow – so that your wishes are known if a time comes when you cannot speak for yourself. A Health Care Directive form should be filled out after time is spent thinking and talking with loved ones about your values and goals related to future health care needs. Your directive should be detailed enough to allow people reading it to feel confident they can make decisions that would align with what you would say, if you were able to be a part of the conversation. This document is your voice – so that in a situation where you are not able to communicate, you can still have a say in the decisions being made. We strongly encourage you to talk with those who are closest to you about what you want done so they will not have to guess, which is quite difficult. It has been said, we can't do what you want if we don't know what that is.

Honoring Choices Minnesota (honoringchoices.org) is a great website to visit which will answer questions, provide health care directive forms and help you get started. Honoring Choices is focused on helping every adult Minnesotan understand what Advance Care Planning is, and working with health care providers to make sure they aid all patients, and will honor your choices.

Name of Person for whom the Funeral is planned: _____

Name of Funeral Home: _____

Phone number of Funeral Home: _____

FUNERAL PLANNING WORKSHEET

BIBLE READINGS

Bible Reading 1: _____

What is this reading saying to you?

Bible Reading 2 (optional): _____

What is this reading saying to you?

Other: _____

MUSIC SELECTIONS

Please indicate if you wish the staff to choose by writing "Staff Choice".

Prelude _____

Processional Song or Music: _____

Congregational Song Special Music Instrumental
Please circle preference.

Song after Tribute(s) (optional): _____

Congregational Song Special Music Instrumental
Please circle preference.

Song after the Message: _____

Congregational Song Special Music Instrumental
Please circle preference.

Song during Holy Communion (optional): _____

Congregational Song Special Music Instrumental
Please circle preference.

Recessional Song or Music: _____

Congregational Song Special Music Instrumental
Please circle preference.

AFFIRMATION OF FAITH CHOICE
Please circle preference.
(See pages 12-14)

Apostles' Creed Nicene Creed

Example One Example Two Example Three

LITURGICAL ROLES
These may be filled by family or friends

Reader(s):

Please indicate if you prefer for Officiating Pastor to be Reader.

Tribute(s) (optional):

We suggest Tributes are written down and are 3-4 minutes.
Please choose no more than 3 tributes.

Urn (1-2 people) or Pall Bearer(s): _____

Communion Assistant(s) (as needed):
The officiating pastor will provide instructions the day of the service.

Bread: Officiating Pastor
Bread: _____
Cup: _____
Cup: _____

What is something you want your family and friends to remember about you:

After completing the funeral pre-planning worksheet, we suggest you make copies of the pre-planning information for yourself, a family member and for the Lead Pastor at Good Shepherd Lutheran Church to keep on file.

We recommend annually reviewing and updating your worksheet.