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## **2022 ManUp Ministry Manual**

Disciple Central Community Church 901 N. Polk DeSoto, Texas 75115

Marcus D. King – Senior Pastor

## **VISION**

To make Disciples of Christ

## **MISSION**

Our mission is to teach and preach the word of God, develop leaders for the home and society, use relevant and modern methods of outreach, and express Christ through culture. We will also create opportunities for individuals to develop successful relationships with Christ, themselves, and their God-assigned communities

## **DC3 PILLARS of DISCIPLESHIP**

\*Growing In Christ   \*Loving Others   \*Giving   \*Serving   \*Learning   \*Discipling Others

## **DC3 DISCIPLESHIP PROCESS**

### **STEP ONE:                      INVITATION**

After each Sunday Morning Worship Service and Thirsty Thursdays Bible Study an opportunity is given for individuals to join DC3, accept Christ, or rededicate their lives.

### **STEP TWO:                      CONNECTION**

Individuals indicate their desire to join Disciple Central Community Church in discipleship when the Invitation is offered. They can sign up for our Starting Point Class if they opted to join church. They can also sign up for Baptism.

### **STEP THREE:                      EDUCATION**

1<sup>st</sup> Saturdays from 10:30am-11:30am, we offer our Starting Point Class. There is only one class. It is a classroom forum for disciples to ask questions and prepare for discipleship.

Additional educational opportunities include: Disciple Development, Small Group/Life Group Study, Life Enrichment Classes, & Sunday Worship Services.

### **STEP FOUR:                      APPLICATION**

Service is one of the best ways to gain a real sense of contribution and connection to DC3. We have several opportunities available for everyone to use their spiritual gifts and talents. A person can sign up in the Welcome Center before and after Sunday Worship Services or by sending an email to [volunteer@dc3online.org](mailto:volunteer@dc3online.org). Registration is also available online at [www.dc3online.org](http://www.dc3online.org) or on the DC3 App under "Make A Difference".

## **STEP FIVE: CELEBRATION**

We welcome new disciples into our church family by celebrating their decision to be a disciple. Celebrations will be in March, June, September, & December

## **Leadership Profile**

In order to lead, you must first know who you are in Christ, where you're going and how to get there.

### **What's your relationship with Christ?**

First and foremost a **MAN** should have a relationship with Christ that is evident in your lifestyle. You should be committed to studying the Word, have a disciplined prayer life, and walk in the Fruits of the Spirit. Your life should stand out as an example for others to follow. (Galatians 5:25)

### **What's your attitude & character like?**

A **MAN** should have a positive attitude, keep an open mind and be receptive to constructive criticism. Integrity, compassion, humility, and patience should be strengths in your character. (Matthew 5:11-12)

### **What's your level of commitment?**

A **MAN** should be committed 100%, realizing that we're accountable to the people we lead. Your level of commitment should emulate that which is demonstrated in Christ. You must be willing to sacrifice time, energy, and sleep for the sake of ministry. (Matthew 25:21)

### **Do you know your spiritual gifts & abilities?**

A **MAN** should have a strong understanding of his spiritual gifts and be committed to developing them for use in the body of Christ. He should also be able to resolve conflict and exhibit self control in stressful situations. A **MAN** needs to know how to share his faith and know what it takes to disciple other believers. (2 Timothy 2:2).

### **WHAT IS A DISCIPLE?**

A disciple is one who is disciplined;  
a learner;  
someone who is learning to do something, or to be something,

with the help of a teacher.  
Jesus handpicked 12 untrained, unschooled men (his disciples)  
and developed them into responsible, maturing men,  
who took the good news to people throughout the world.

## WHAT IS DISCIPLESHIP?

Discipleship is an ongoing, lifestyle-training program.  
Jesus showed us who he was by what he did.  
We are called to learn and to live like Jesus.  
We must live out our life before those we teach, just as He did.

## ManUp Ministry Code of Conduct

*We must come together and work harmoniously in order for us to bring glory to God and to make a difference in the lives of others. The following passages set forth the standards by which we will conduct ourselves and show us how to reflect the character of God through the expression of love for one another: **Hebrews 13:1-8 (NIV)***

### 1. Show Brotherly Love [v1]

*"Keep on loving each other as brothers."*

Brotherly love binds us together as a family, as a tribe or clan. We have come together with one common purpose under one Father. We will work together and show concern for one another, no matter the problem or opposition.

### 2. Extend Hospitality [v2]

*"Do not forget to entertain strangers, for by so doing some people have entertained angels without knowing it."*

We will express our love through hospitality by meeting the needs of others, showing the right attitude and taking the initiative to welcome strangers.

### 3. Help those who are suffering [v3]

*"Remember those in prison as if you were their fellow prisoners, and those who are mistreated as if you yourselves were suffering."*

We will express our love to those who are going through adversity and we will pray for them without judgment.

### 4. Be Content [v 5-6]

*"Keep your lives free from the love of money and be content with what you have, because God has said, 'Never will I leave you; never will I forsake you.' So we say with confidence, 'The Lord is my helper, I will not be afraid. What can man do to me?'"*

Don't let your desires be for the things of this world. Be satisfied with your ability, position, and every opportunity.

**5. Accept Those Who God Sends to Serve You [v7]**

*"Remember your leaders, who spoke the word of God to you. Consider the outcome of their way of life and imitate their faith."*

There is to be submission to the authority of and respect for the people God sends to worship with us.

**6. Depend upon Jesus Christ [v8]**

*"Jesus Christ is the same yesterday, and today, and forever."*

Jesus is present with us, and He never changes. He is our source for strength, power, creativity and love.

## ManUP Ministry Code of Conduct Agreement

Disciple Central Community Church and everything involved with it belongs to God, and everyone involved represents Him. Your overall purpose for serving is to glorify God. You must not use this as an opportunity to get noticed, gain popularity or obtain other benefits.

I, \_\_\_\_\_ (*your name*) understand that I am making myself available for ministry and spiritual development.

### Guidelines

Please check each box as you read and agree with the statement.

#### In order to be an effective servant, I will commit myself:

- ☐ To faithfully and humbly fulfill the responsibilities assigned to me. If I cannot complete my assignment, then I will advise my servant leader.
- ☐ To assist with miscellaneous projects not pertaining to my specific area of service, if needed.
- ☐ To attend all scheduled meetings.
- ☐ To prepare myself physically, mentally and spiritually to the best of my ability for the demands of serving in ministry.
- ☐ To not gossip or complain. If I have a problem with someone, I will go to that person directly and work it out. I will follow the pattern of reconciliation found in Matthew 18:15-17.

#### Commitment to the Code of Conduct:

With full understanding of the guidelines mentioned above, I commit myself to abide by them for the duration of my involvement in service. I also expect to be held accountable for adhering to these guidelines.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ManUp Expectations

### Faithfulness

- ❖ Developed prayer life
- ❖ Dedication, commitment and consistency
- ❖ Available to lend support at all times in whatever the area of need
- ❖ Trustworthy
- ❖ Willing to follow and adapt to unexpected circumstances
- ❖ Humble, patient and compassionate

### Stewardship

**Minds:** And the Lord said, “Who then is that faithful and wise steward, whom his master will make ruler over his household, to give them their portion of food in due season?”  
Luke 12:42

**Money:** So he called him and said to him, ‘what is this I hear about you? Give an account of your stewardship, for you can no longer be steward.’ Luke 16:2

**Community:** Let a man so consider us, as servants of Christ and stewards of the mysteries of God. Moreover it is required in stewards that one be found faithful. 1 Corinthians 4:1-2

We also encourage all men to become grace givers. That is giving out of the abundance of which God has blessed you over and beyond the tithe. Instead of giving to God like we give unto the government in paying taxes, we give unto God realizing that what we have is His to begin with.

### Participation

“Therefore, holy brethren, partakers of the heavenly calling, consider the Apostle and High Priest of our confession, Christ Jesus, who was faithful to Him who appointed Him, as Moses also was faithful in all His house.” Hebrews 3:1-2

Men are expected to **be on time** for all events, including Sunday Worship Services

Men are expected to **participate in ManUp meetings**

Participate in **Outreach** activities

## Dealing with Conflict

Men are asked to follow these steps when they are dealing with conflict others.

### What to do in the midst of conflict (Matthew 18:15-17)

- The first thing that you should do in the midst of conflict is pray.
- Pray and listen for an answer. Ask God to show you how to handle the situation.
- Then follow the process as it is written in the Word.

#### Step 1

Go tell him his fault in seclusion. Make sure to use effective communication.

If he hears you then all is well, but if he does not hear you, go to step 2.

#### Step 2

Go talk to him with one or two more witnesses, so that the agreement of the two or three of you may be heard and understood, but if he does not hear them, go to step 3.

**Note:** The witnesses must be Godly persons.

#### Step 3

Take the matter to the church; and if he refuses to listen to the church, go to step 4.

#### Step 4

Treat him as you would a pagan or a tax collector.

Remember, you should love everyone, but you are not forced to deal with him or her.

The actual bible verses found in the Bible (New King James Version)

If your brother sins against you, go and tell him his fault between you and him alone. If he hears you, you have gained your brother. But if he will not hear, take with you one or two more, that 'by the mouth of two or three witnesses every word may be established.' And if he refuses to hear them, tell it to the church. But if he refuses even to hear the church, let him be to you like a heathen and a tax collector.



## Community Recruitment Strategies

*"So the Twelve gathered all the disciples together and said, 'It would not be right for us to neglect the ministry of the word of God in order to wait on tables. 3Brothers, choose seven men from among you who are known to be full of the Spirit and wisdom. We will turn this responsibility over to them 4and will give our attention to prayer and the ministry of the word.' **Acts 6:2-4***

Successful recruiting requires a well-thought out plan, including commitment of time, energy, creativity and persistence. It should take place throughout the year.

***Here's what you must do:***

➤ **1. Decide on the characteristics you want the ManUp Ministry to have.**

Think about the goals of DC3 & the ManUp Ministry, the needs of the men, women, children & youth that the ManUp Ministry will be serving, and the activities the ManUp Ministry will be engaged in. Consider the physical and time demands of your efforts.

➤ **2. Identify the barriers that may deter people from serving, which may include:**

No time for relaxation, feel they aren't at a certain level spiritually, lack of confidence in their ability to contribute, fear of not knowing how to serve, don't want to work with certain people, don't think they'll fit in, etc.

➤ **3. Think about what could motivate people to volunteer**

Identify ways to address some of the barriers and encourage people to volunteer. For example, they might be interested in volunteering because it will give them the opportunity to:

1. Increase their satisfaction by participating in an enjoyable and rewarding experience
2. Increase their sense of connection to your community
3. Feel productive
4. Use their skills and share their experiences, interests and knowledge
5. Learn new skills
6. Learn more about the community
7. Make new friends through their volunteer experience

➤ **4. Develop a recruitment message**

What is it about the ManUp Ministry's goals and current volunteer base that will attract more men?

## Recommended Reading List

7 Habits of Highly Effective People	Stephen R. Covey
The Power of Team Leadership	George Barna
Praying Successfully	Charles Spurgeon
Cracking Your Church's Culture Code	Samuel Chand
How to Listen to God	Charles Stanley
How to Fast Successfully	Derek Prince
The Dynamics of Church Leadership	Aubrey Malphurs
Strategic Disciple Making	Aubrey Malphurs
Know What You Believe	Paul Little
Know Why You Believe	Paul Little
Who Moved My Cheese	Spencer Johnson
15 Invaluable Laws of Growth	John Maxwell
The Peacemaker (Resolving Personal Conflict)	Ken Sande
Spiritual Leadership	Oswald Sanders
Dynamics of Church Leadership	Aubrey Malphurs
Raving Fans	Ken Blanchard & Sheldon Bowles
Necessary Endings	Henry Cloud
Leading from the 2 <sup>nd</sup> Chair	Mike Bonem and Roger Patterson
Riding in the 2 <sup>nd</sup> Chariot	Rev. K. Edward Copeland
God's ArmorBearer	Terry Nance
Disciplines of a Godly Woman/Disciplines of a Godly Man	Barbara Hughes/R. Kent Hughes
15 Invaluable Laws of Growth	John Maxwell
Who You Are When No One's Looking	Bill Hybels
Visioneering	Andy Stanley

## **How To Fast Successfully**

**Fast** – a religious discipline, abstinence from food and drink, to afflict the soul; Isaiah 58

### **REASONS FOR FASTS**

1. For repentance to ward off present or future discipline (Jonah 3:4-10)
2. To humble ourselves & intercede for someone else (Psalm 35:13) NKJV
3. For protection of self, family, & personal property (Ezra 8:21,23)
4. To draw closer to God (James 4:8)
5. To resist the power of the devil (James 4:7)
6. For deliverance from demonic possession (Matthew 17:20-21)
7. Healing of nations, individuals, & relationships (II Chronicles 7:14) NKJV
8. To get extra help and blessings from God (James 4:6)
9. For direction from God (Ezra 8:21) NKJV
10. To gain control of yourself (II Chronicles 7:14) Humble, Seek, Pray, then you can TURN!

### **DIFFERENT TYPES OF FASTS**

Partial – Daniel 10:2-3 (No meat, certain items, but not all) 21 days; Daniel 1:8 (vegetables & water) 10 days

Absolute or Complete (Total) Esther 4:16, Jonah 3:7

Corporate (Everyone) (Jonah 3)

Personal (Matthew 4:1-2)

### **HINDRANCES TO AN EFFECTIVE FAST**

1. Wrong motives (Matthew 6:16) "Adoration from others, (Trying to impress God: Isaiah 58:3)
2. Unforgiveness (Matthew 6:14-15)
3. Selfishness (Isaiah 58:3)
4. Continued Sin (Isaiah 58:4)
5. It becomes religious instead of relationship oriented (Isaiah 58:5)
6. Inconsistency (Matthew 7:7)
7. Not having a goal

### **WHAT HAPPENS DURING YOUR FAST?**

1. The devil comes to tempt you and attack you (Matthew 4:3)
2. You lose weight
3. You may get depressed, lonely, etc.
4. Your stomach shrinks

### **SUGGESTIONS FOR FASTING**

1. Set a goal (Daniel 9:3) NKJV
2. Don't make it obvious (Matthew 6:16)
3. Write down the date you start and the day you plan to and journal results (Habbakuk 2:3)
4. Be patient (Habbakuk 2:3)
5. Start with something you can do
6. Pray when your head or stomach hurts
7. See your doctor before you begin a complete fast
8. Don't over eat when your fast is over
9. Pray the last 30 minutes or so of your fast
10. Read a devotional or the Bible when you are supposed to eat
11. Resist

## Biblical Principles for Procrastination

1. to defer action; delay: to procrastinate until an opportunity is lost
2. to put off till another day or time; defer; delay

**"Hello, My name is [    ], and I'm a procrastinator."**

Do you procrastinate? Do you tend to put things off until the last minute? In the words of Pastor King, if "procrastination has become your friend," there's help.

**Luke 14:16-24 teaches us some important things about Procrastination:**

"Then said he unto him, A certain man made a great supper, and bade many: 17 And sent his servant at supper time to say to them that were bidden, Come; for all things are now ready. 18 And they all with one consent began to make excuse. The first said unto him, I have bought a piece of ground, and I must needs go and see it: I pray thee have me excused. 19 And another said, I have bought five yoke of oxen, and I go to prove them: I pray thee have me excused. 20 And another said, I have married a wife, and therefore I cannot come. 21 So that servant came, and shewed his lord these things. Then the master of the house being angry said to his servant, Go out quickly into the streets and lanes of the city, and bring in hither the poor, and the maimed, and the halt, and the blind. 22 And the servant said, Lord, it is done as thou hast commanded, and yet there is room. 23 And the lord said unto the servant, Go out into the highways and hedges, and compel them to come in, that my house may be filled. 24 For I say unto you, that none of those men which were bidden shall taste of my supper."

In only nine verses we read about: **EXCUSES, DELAY, PROCRASTINATION, PUTTING IT OFF...**

**In verse 17** the Lord bid these people to come to his supper, and they all, one by one, had excuses why they could not come.

Has God called you to do something for Him and have you put it off....delayed.....procrastinated?  
Have I asked you to do something and you've made excuses for not having it done (or on time)?

**I would like us to look at the various types of excuses these men used, and I want you to be honest yourself to see if you, too, have made these types of excuses:**

**v18 - Business and Career excuses** - "I have bought a piece of ground"...

Have you told God that you can't fulfill your duties to Him right now because of your responsibilities at your job? Work too many hours? Can't commit? Too tired during weekend? Only time with family and fun is the weekend?

**v19 - Financial excuses** - "I have bought five yoke of oxen and I must go prove them"....

Do you have financial obligations now that keep you from living for God the way you would like? Maybe debt or living beyond your means has you working long hours or two jobs? No time to serve the Lord right now at this point in my life?

**v20 - Family Responsibilities** - "I have married a wife"....

Do family responsibilities keep you from carrying out your pledge of serving the Lord? Maybe you'll do it when your kids are out of the house. Maybe in the future things won't be so hectic. Between family and work and ministry you don't have time.

We can do what we choose to do. If we really want to do something, we can do it. A lot of it depends upon our **priorities** and **commitment** to those priorities. Here are a couple things to be mindful of when it comes to making excuses for being nonproductive:

### **PROCRASTINATION ROBS US OF OPPORTUNITIES TO SERVE GOD & HIS PEOPLE.**

Notice in this passage of Scripture, the Lord bid other people to his supper...Those who made excuses are never heard from again in Scripture. Did they get another chance? The Bible doesn't say...I'm just saying.

### **PROCRASTINATION CAUSES BURNOUT AND OVERLORD ON OTHER PEOPLE.**

If you are not fulfilling your responsibilities, then someone else is carrying THEIR LOAD and YOUR LOAD too. Can you see how that can be frustrating to others? Either someone else is carrying YOUR LOAD or it is just not getting done.

<b>So How Can We Deal With Procrastination?</b>
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| <ol style="list-style-type: none"><li>1. Realize you have a problem with Procrastination.</li><li>2. Ask God to forgive you of your excuses and procrastination (especially in areas of service and surrender to Him).</li><li>3. Identify areas you have or are procrastinating in.</li><li>4. Make a list of things that need to be done. Start with the most important things.<br/>Work your way down the list...when one is completed, mark it off and move down to the next most important thing.</li><li>5. If you have big projects, do a little each day.<br/>This type of planning will help you get huge jobs done...instead of waiting for the right time to get it 'all' done....do a little bit each day. There's an old saying "How do you eat an elephant?" ...One bite at a time!</li><li>6. Plan Ahead<br/>If you have trouble getting to meetings on time, then you need to set your clock 10-15 minutes in advance. We can make it to work on time on Monday mornings without giving excuses to our bosses, so we should make it to our meeting at DC3 on time, every time.</li></ol> |
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So what are you waiting for? What unfinished business do you have? How many more chances will you get to do what you should have already done? Like Jesus, let today be the day that you say, **"It is Finished!"**

<b>Meditation Scriptures</b>
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Proverbs 12:24	Proverbs 13:4	Proverbs 18:9	Proverbs 27:1
Matthew 8:21	Luke 9:59-62	1 Thessalonians 5:2-3	Hebrews 4:1-7

## Biblical Principles for Time Management

What the Bible says about time management is simple: it is to your great advantage. Paul insisted, *“Therefore be careful how you walk, not as unwise men, but as wise, making the most of your time, because the days are evil” (Ephesians 5:15, 16).*

It's imperative that you learn to manage your time and your service, in addition to your family, job & social life.

Think about it this way, time management is really activity management, because activities are what you plug into your day. Try and make the most of your time and take the necessary steps to eliminate frustration and to avoid procrastination.

**Here are a few basic principles to help in managing your time:**

### Make a List

Time management flows out of goal setting and planning. Make a list of everything you need to do. Break big tasks down into smaller more manageable tasks. Estimate how long it will take you to do each item. *Luke 14:28 - “For which of you, desiring to build a tower, does not first sit down and count the cost, whether he has enough to complete it?”*

Writing down your tasks will remove the frustration of trying to remember everything that you need to do. If you don't write things down, then you are bound to forget some things.

### Prioritize

After you make the list, then prioritize the tasks. Do first things first. *Psalm 90:17 - “Let the favor of the Lord our God be upon us, and establish the work of our hands upon us; yes, establish the work of our hands!”*

Interruptions are going to come up, and sometimes you may not completely finish a project or assignment. But, remember to set aside some time and focus on one thing at a time. What's important to remember is sometimes plans might be changed, so always be flexible.

### Schedules and Deadlines

You should have some type of calendar for time management and you should be writing everything down. The appointments you make, meetings, deadlines, the action items from leadership updates, upcoming events, the places you need to be --- all of these activities need to be written in a calendar. *(Habakkuk 2:2)*

### Helpful Tips for Parents

**Proverbs 13:24 24** He who spares the rod hates his son, but he who loves him is careful to discipline him. (NIV)

Just like restaurants, movies, and grandma's house, church has its own set of manners. At home, teach your children about church manners, like why we use quiet voices when we talk to each other or the importance of sitting still during service.

It's less stressful on you both to tell your child the kinds of behavior you will expect from him or her ahead of time rather than laying down rules during the service.

- Children should be with an adult or designated guardian at all times.
- If you must discipline your child, please do it in a manner that does not disrupt service or is not distracting to others.
- We all know that sometimes our little ones may not be able to sit for over an hour or may need to be fed or changed, please be courteous to others and remove your child and yourself to the baby cry room. This room was designed to allow you a place to go and calm your baby.
- Youth should not be loitering at any time while worship services or classes are taking place. They should be participating in these events.

## "Order in the Church" Church Etiquette

When we are guests in someone's home, we most likely practice our best manners and teach our children to do the same. If we're guests in God's House, how much more important should our manners be!

Etiquette is defined as "the customary rules for conduct or behavior in polite society." Church etiquette is the customary rules for conduct and behavior in a church of God.

**Q:**

**Why do we need Church Etiquette?**

**A:**

There should be rules for all ceremonial functions so that we conduct ourselves in a way that pleases and honors God. The importance of knowing when to sit or stand and what to do is more than mechanical rules. They help maintain order and comfort in the worship service.

### HONORING the SANCTUARY

1

**Being in the Pulpit:** Only the pastor or persons authorized by the pastor should ever be in the pulpit. Do not leave the pulpit during the sermon. Ladies and gentlemen, please sit appropriately, and be careful of your facial expressions.

**Enter and Exit as Directed:** Typically, you are not supposed to enter or leave the sanctuary during prayers, the reading of the Scripture or the Invitation. Ushers will remind you of these rules. If you must leave the sanctuary during church service, do not pass in front of the pulpit.

**No Food, Beverages or Chewing Gum in the Sanctuary:** This is another way of respecting the sanctity of God's house. Use of these items is too casual in church and runs the risk of ruining church property.

## HONORING the CHURCH BUILDING

### 2

**Be certain to keep the church clean** as a way to honor God. After classes or events, make certain that all chairs and tables are where they are supposed to be, and throw away all paper in trash bins. Clean up after yourself in the bathroom and cooperate with any other rules of the church.

**Eat Only Where It Is Allowed:** Follow the church rules for eating in the church building.

**Keep the Outside of the Church Building Neat and Clean:** The outside of the church reflects the inside of the church. Make certain that trash is picked up and that nothing unsightly tarnishes the look of God's house.

## HONORING EACH OTHER

### 3

***Romans 12:10b*** "Be devoted to one another in brotherly love. Honor one another above yourselves."

**Treat One Another With Kindness:** God wants us to be good to one another so, whatever bad mood you had in the car on your way to church, you should adjust it before entering the building.

**Seat Three Is Not Yours :** If you like a particular seat in the Sanctuary, then be sure to get there early enough to claim it.

**Don't Say Bad Things about God's People:** God warns against gossip and backbiting. If you can't say something good about someone, don't say anything at all, especially in public and in God's house.



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## PASTORAL CARE REPORTING PROCESS

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If someone desires to see if funeral services can be held at DC3, this request is to be called in to the DC3 Business office at (972) 224-9940 as soon as possible. This information will then be communicated to Pastoral Care and arranged through our Facilities Administrator. \*Please do not give authorization for resolutions or services without following the chain of command.

**To submit names/info to the Pastoral Care list for Bereavement, Sick and Homebound, Hospitalizations, and Prayer please do the following:**

- ☐ The first step is to call the **DC3 Business Office at (972) 224-9940. This number is connected to a system that follows a chain of command, and the individual will be contacted in a timely manner.**
- ☐ Leave the person's info, or yours, and include a call back number in the voicemail message being left.
- ☐ Please give the real name (no nick names or middle names); this makes it hard to locate them both in our system and at the hospital.
- ☐ Do not send emails to Pastor or Leaders to forward the information along for you (You can send it to them only to
- ☐ Some individuals choose not to be on the prayer list so please let us know if that's the case
- ☐ Question: Is there an email set up at this time for reporting info? Answer: Yes, [pastoralcare@DC3online.org](mailto:pastoralcare@DC3online.org). You can also report using the DC3 App under "Pastoral Care".
- ☐ Do not give pieces of paper to individuals to turn in for you as you pass them in the hallway to be turned in. Simply put, they never reach their destination (they get lost or etc.) The DC3 Business Office should be called at (972) 224-9940, an email sent to [pastoralcare@DC3online.org](mailto:pastoralcare@DC3online.org) or using the DC3 App.
- ☐ Prayer submissions can be submitted via the DC3 App, by calling the DC3 Business Office, or by sending an email to [prayer@dc3online.org](mailto:prayer@dc3online.org).

The most important reason everyone is to call the DC3 Business Office or send an email is so that everyone involved with Pastoral Care, Bereavement, Pastoral Hospital Visitation, Counseling, etc. are receiving the same information at the same time. This allows no room for miscommunication. When people go alternate routes.....things get missed, people don't get called, flowers don't get ordered, services are not attended, etc.

We want to serve with the compassionate and loving spirit of Christ, and we do not want to miss anyone.

We seek your help in making sure that this process is followed. So please inform everyone that has information to report to follow the aforementioned process.