

1. All correspondence should be on the standard church letterhead (available from the Church Administrator)
2. Emails relating to “official” church business should include the church logo and details in the signature.

Documents & Publicity intended for the wider church & external use

1. Except notices within a small group, all communications should carry the church logo and contact information including the church email address and phone number. This is downloadable from the church website from the members area together with guidance on font type and logo usage.
2. Wherever possible, photocopying should be in black and white; colour photocopying should be the exception.
3. All communications need to be proof read by someone other than the author to ensure information is accurate and errors are avoided.
4. The communications team should be made aware of any significant external communications. The communications team can help put these together or review both the text and graphics.
5. Avoid the use of clip-art wherever possible.

A Short Two Week Lectionary For Ministers

Paul Beasley-Murray

READINGS FROM ISAIAH

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| 1. Isa 40/1-11 | Comfort my people! |
| 2. Isa 40.25-31 | Trust God |
| 3. Isa 42.1-9 | The Lord’s Servant |
| 4. Isa 43.1-7 | Your troubles will not overwhelm you |
| 5. Isa 43.18-21 | God promises new things |
| 6. Isa 49.1-7 | The Lord chose me to be his servant |
| 7. Isa 50.4-11 | The obedience of the Lord’s servant |
| 8. Isa 51.1-11 | God will wipe away all tears |
| 9. Isa 52.7-10 | God’s messenger |
| 10. Isa 52.13-53.12 | The Suffering Servant |

- 11. Isa 54.1-10 God's love for his people
- 12. Isa 55 God's gracious invitation
- 13. Isa 61.-3 Good news to deliver
- 14. Isa 66.12-14 God loves us as a mother

READINGS FROM THE PSALMS

- 1. Psalm 1 True happiness is found in God
- 2. Psalm 6 The Lord hears my weeping
- 3. Psalm 23 God is with me
- 4. Psalm 25 Teach me your ways
- 5. Psalm 27 God will make me secure
- 6. Psalm 30 Joy comes in the morning
- 7. Psalm 32 You are my hiding place
- 8. Psalm 34 God saves those who have lost hope
- 9. Psalm 37.1-11 Be patient and wait for the Lord
- 10. Psalm 42-43 I will put my hope in God
- 11. Psalm 51 Create a pure heart in me
- 12. Psalm 62 Be confident in God
- 13. Psalm 121 God never sleeps
- 14. Psalm 139 God knows

READINGS FROM THE GOSPEL OF LUKE

- 1. Luke 4.1-13 Jesus is tempted
- 2. Luke 4.16-30 Jesus is rejected
- 3. Luke 5.1-11 Jesus calls the first disciples
- 4. Luke 6.27-36 Jesus calls us to love our enemies
- 5. Luke 8.4-8, 11-15 The parable of the sower
- 6. Luke 8.22-25 Jesus calms a storm
- 7. Luke 9.21-27 Jesus calls us to follow him
- 8. Luke 10.38-42 One thing is needed
- 9. Luke 12.22-31 Jesus calls us to trust God
- 10. Luke 15.1-7 The good shepherd seeks the lost sheep
- 11. Luke 22.24-30 Jesus teaches true greatness
- 12. Luke 22.39-46 Jesus prays on the Mount of Olives
- 13. Luke 23.32-37 Father forgive
- 14. Luke 24.13-35 Jesus draws alongside

READINGS FROM 2 CORINTHIANS

- 1. 2 Cor 1.3-11 God helps us in all our troubles
- 2. 2 Cor 1.12-2.4 Sincerity in ministry
- 3. 2 Cor 2.12-17 God uses us

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| 4. 2 Cor 3.1-6 | God makes us capable |
| 5. 2 Cor 3.12-18 | God is at work in us by his Spirit |
| 6. 2 Cor 4.1-6 | We are not discouraged |
| 7. 2 Cor 4.7-13 | The supreme power belongs to God |
| 8. 2 Cor 4.13-5.10 | Living by faith |
| 9. 2 Cor 5.11-6.2 | We are ruled by the love of Christ |
| 10. 2 Cor 6.3-13 | Knocked down, but not knocked out! |
| 11. 2 Cor 7.2-16 | Encouragement and misunderstanding |
| 12. 2 Cor 11.16-35 | Even apostles suffer |
| 13. 2 Cor 12.1-10 | God's grace is sufficient |
| 14. 2 Cor 5.11-13 | A benediction |

OTHER READINGS

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| 1. Matt 5.3-12 | True happiness in God |
| 2. Matt 9.35-37 | The compassion of Jesus |
| 3. Matt 11.26-30 | Come to me |
| 4. John 8.1-11 | Go and do not sin |
| 5. John 12.20-26 | A grain of wheat dies |
| 6. John 13.1-5, 12-17 | Jesus has given an example |
| 7. John 15.1-10 | Remain in me |
| 8. John 21.15-17 | Feed me sheep |
| 9. John 21.18-22 | Follow Jesus – not others |
| 10. Acts 20.17-38 | Watch over yourselves |
| 11. Rom 8.31-39 | Nothing can separate us from God's
love |
| 12. Phil 3.12-14 | Run towards the goal |
| 13. 2 Tim 4.1-5 | A pastoral charge |
| 14. Hebs 12.1-3 | Look to Jesus |