

The Lutheran House at Chautauqua Institution

25 Peck Avenue

Box 1108

Chautauqua, NY 14722

Phone: (716) 357-2135

lutheranhousehost@gmail.com

The mission of the Lutheran Chautauqua Association is to provide a Lutheran identity on the grounds of the Chautauqua Institution through witness, worship, fellowship, hospitality and recreation.

Application for Chaplain of the Week – Summer 2024

Name: _____

Home Address: _____

Telephone: _____

E-Mail: _____

Church Name (if retired, list where you are a member): _____

Church Address: _____

Family members who would accompany you, including children's names and ages:

Ministry Profile

Education: _____

Description of Ministerial Experiences: _____

Interests, Hobbies, Awards, Etc. _____

Please provide a reference – preferably someone familiar with the Lutheran House:

Address/Phone/Email of reference: _____

What is your preferred sleeping arrangement? (Circle one):

- 1 Double Bed
- 2 Double Beds
- Queen
- 1 Double/1 Twin
- 2 Twin Beds

If you have any special needs, please specify below.

(Please note: 1st floor is a common area. An elevator serves the 2nd and 3rd floor and basement.)

Do you, or a family member, have any musical talents you would be willing to share?

____ Yes ____ No

Please specify below. (Example: Play piano or other musical instrument for worship or social hour.)

In case of emergency while in residence at Chautauqua, contact:

Name _____

Telephone _____

Address _____

Information for the Chaplain at the Lutheran House

The principles of chaplaincy at the Lutheran House are as follows:

- The mission of the Lutheran Chautauqua Association is to provide a Lutheran identity on the grounds of the Chautauqua Institution through worship, witness, fellowship, hospitality, and re-creation.
- The Association provides a Lutheran pastor for each week of the season to further this mission. Chaplains provide a pastoral presence to the Lutheran House community, lead worship, and offer their unique gifts of ministry. Their duties are outlined in the information listed below.
- The Lutheran House seeks the best possible chaplains to further the ministry of the LCA, encouraging guests, board members, pastors and other interested friends of the House to nominate qualified pastors.
- Normally, chaplains serve once. However, pastors who have previously served as chaplains may apply again and may be considered.
- Chaplains should represent the diversity of the Lutherans represented at the Lutheran House.

Although you are responsible for the cost of transportation to and from Chautauqua, you, and your spouse, will receive a gate pass to the Chautauqua Institution, a room in the Lutheran House, and a reserved parking space in the South Lot which is closest to the Lutheran House. Housing accommodations are provided for the chaplain's children 18 and under. The value of this about \$1,000 (\$1,500 with spouse.)

Children 12 and over will need a youth gate pass which is the responsibility of the chaplain, as well as the cost of participation in Chautauqua's Kids Club, if desired. These can be purchased through Chautauqua. There is no cost for a gate pass for children under 12.

CHAPLAIN RESPONSIBILITIES

The first event the chaplain is be responsible for is Sunday morning worship. The service begins at 9:30 AM. The pianist will play a prelude before the service, 10 minutes or so in length.

Please limit your worship service to 45-50 minutes as most people will go on to the Chautauqua worship service in the amphitheater which begins at 10:45 AM. If you wish, you may use the Lutheran Book of Worship, With One Voice, or the Evangelical Lutheran Worship. Copies of each hymnal are available in the Lutheran House. Plan to bring 50 bulletins with you for the service, and please respect all copyright laws. An offering is taken during the worship service, and it should be listed in the Sunday worship bulletin.

Communion is by intinction, and the bread and wine are provided by the Lutheran House. We encourage you to vest for this service.

The next house event that you are expected to be present for is the Tuesday Afternoon Social at 3:15 PM. Each denominational house hosts a social hour, welcoming visitors and offering refreshments. Plan to attend so you can welcome visitors and chat with people.

The last scheduled house event that you are responsible for is the Thursday Evening Vesper Service at 7:00 PM. You are free to design this service in any way. Past chaplains have used one of the vesper services from the various hymnals listed above, offered a Taizé service, or provided a less structured service of reflections and prayer.

At some time during the week, plan on offering a presentation/program of some sort. In the past, chaplains have offered such things as a Bible study, a presentation about a unique ministry they were involved in, an “Ask the Pastor” porch chat, and a series of photographic devotions that fit the week’s theme. A large screen, computer, and sound system can be used. When you arrive, the host will talk with you about scheduling your presentation and it will be advertised within the House (and beyond if appropriate.)

SERVING AS A CHAPLAIN THROUOUT THE WEEK

You are expected to be a pastoral presence in the Lutheran House throughout the week. For the most part, that means being part of the “house family.” There are two wonderful porches at the Lutheran House. You’ll find people congregate there after lectures, before dinner, and in the evening for conversation and fellowship. Meal times are also a wonderful opportunity to get to know people. The “church basement” feel of our dining room and kitchen lends itself to casual conversation.

The Chautauqua Department of Religion invites all chaplains from the denominational houses to a Brown Bag Luncheon on Monday at Noon in the Presbyterian House. Plan to join the other chaplains of the denominational houses as well as the Chautauqua Institution Chaplain of the Week for lunch and conversation.

Please do not plan to spend a significant amount of time away from Chautauqua during your week. An afternoon or two checking out local attractions or wineries is fine, but please do not use the House just as a place to stay at night. Likewise, brief visits from local friends and relatives are acceptable, but they should not interfere with you being a pastoral presence for the house guests.

LIFE AT THE LUTHERAN HOUSE

If you have never been to the Lutheran House, you will find a friendly “church basement” dining room with a fully-equipped kitchen and an outdoor grill. You will have half of a refrigerator/freezer and cupboard space for dry food and canned goods. There is also a space to store your cooler. We suggest that you bring some food with you to begin the week.

There will be a potluck supper on Saturday evening beginning at 6:00 PM. You may wish to bring a salad or dessert, but this is optional. A sandwich tray and beverages are provided.

During the week you may wish to visit the small Farmers Market located on the grounds, open every morning except Sunday. There are also some restaurants on the grounds and nearby. There is a larger Farmers Market at Bestor Plaza on Tuesday morning and a small convenience store in the colonnade building.

Consumption of wine and beer in moderation is permitted at the Lutheran House. Wine and beer shall be confined to the basement dining area, the first floor living room, and the first and second floor porches. The host shall have the authority to warn guests about excessive consumption and any resulting inappropriate behavior. If deemed necessary and after either an in-person or phone conversation with an officer of the Board, the guest may be required to immediately vacate their residence at the Lutheran House without any refund of room rental.

Thank you for taking the time to read the information and applying to be a chaplain at the Lutheran House at Chautauqua Institution.

Please fill out your Chaplain Nomination Form and return it **by September 30**. You may return it by email (preferred) to lutheranhousehost@gmail.com or by mail to Lutheran House, 25 Peck Avenue, Box 1108, Chautauqua, NY 14722. You may also leave it with the host during the summer season. Chaplains will be selected and notified by November 1.