



# BROOKSIDE CHURCH

## Preparing for Funerals

**We're sorry to hear of the approaching or recent death of someone close to you.**

We know that even as you begin anticipating or processing the loss of a loved one, funeral service preparations ask for your time and attention as you work to create a service that celebrates their life and mourns their passing.

In this document you'll find some items that you'll want to think about. If you have any questions or would like to discuss any of this further, please contact Brad Zook, Care Ministry Pastor at Brookside Church — [bzook@brookside.net](mailto:bzook@brookside.net) or 402-895-1484.

Our prayer is that this information will help you feel comfortable and equipped in preparing the funeral service, thus allowing you to focus more intentionally on processing feelings of grief, spending time with and receiving care from loved ones around you, and reflecting on the hope made available through the death and resurrection of Jesus Christ.

## Preparing for a Funeral or Memorial Service

### Advance preparations:

- Prepare, locate, and/or review medical advance directives, will, financial records, and appropriate insurance information.
- Compile a short list of people to be notified at time of death. Decide who should be contacted immediately, and who can be notified after finalization of funeral arrangements.
- Select a funeral home that you will work with at time of death.
- Brainstorm obituary information and gather memorabilia for possible display at visitation and/or funeral service.

### At the time of death:

- Contact those on your “short list” who ought to be notified immediately.
- Contact the funeral home you’d like to work with. The directors at the funeral home will be thoroughly equipped to make sure you’re thinking through everything.
- Meet with a Brookside pastor a few days after the death to go over options for the funeral service itself. (At Brookside, Brad Zook is the usual pastor to officiate a funeral, though other pastors may be asked. Lead Pastor Jeff Dart is rarely available to officiate funerals.)
- Tell friends and family what the plans are. Feel free to ask these same friends & family for help in contacting others.
- Write an obituary. Things you may want to include are family connections, life highlights, special awards & recognitions, and other important information.
- If you’d like, design or purchase funeral programs to be made available the day of the service.

## Other Information

### Location:

- Often people will prefer to have the funeral service in the more intimate setting of a funeral home chapel.
- Families that would prefer to have the service at Brookside in various venues should read through and understand the following parameters:
  - **On-site funeral services are limited to those who are regular attenders of Brookside Church.**
  - On-site funeral services need to accommodate the booking schedule of a variety of other ministries.
  - **Brookside can host funeral services from Monday-Thursday during the week.**
  - The main auditorium at the Millard campus will only be available if other venue’s capacities are too small.
  - Other venues conducive for funeral services include the HUB room at our Millard campus (near 120<sup>th</sup> & L St.) or the auditorium at our Elkhorn campus (near 204<sup>th</sup> & Maple St.)
- Families that meet & agree to the above requirements can request space for a luncheon reception following the funeral, if desired. Details will be worked out with the funeral coordinator.

**Fees:**<sup>1,2</sup>

*(We understand that the cost of funerals can be one more unplanned burden on families during this time of grief. If you think complying with these fees will be a problem, please talk with Brad Zook.)*

Officiating Pastor.....\$200.00

Funeral Coordinator.....\$100.00

Tech Person.....\$100.00

2<sup>nd</sup> Tech Person (optional, if live-streaming the service).....\$100.00

Musicians/Singers (optional) .....\$100.00

<sup>1</sup> Note that many times funeral homes will build similar fees into the various service packages they make available. If these fees have already been included in that funeral home package, there is no need to duplicate the fees. Contact the funeral home directly if you have questions about whether or not they've added these fees.

<sup>2</sup> Checks should be made out to the appropriate people individually. Talk with Brad Zook about who is filling these roles.

**Live-Streaming Services:**

We are able to live-stream the funeral service with the help of a 2<sup>nd</sup> tech person (mentioned under "fees").

The church does not have a website online dedicated to "hosting" the funeral service. In order to have a place online to host the streamed service, we have used Facebook. To give the family control of on-going access to the service online, **someone from the family will need to create a "page" on Facebook, connected to a family members existing account.** This is a fairly simple process (search online for specific directions). The page is attached to someone's account but is separate from any one person's main Facebook profile page.

Brookside will need the url address link for this created page prior to the service and a Brookside tech person will need to be made an admin of the page temporarily.

### Additional Resources:

As you grieve and process this difficult time, here are some other resources that may be helpful:

#### Scripture Passages

- Psalm 23
- Romans 8
- 1 Corinthians 15
- 1 Thessalonians 4:13-14
- Revelation 21:1-4

#### Books

- Timothy Keller, *The Songs of Jesus: A Year of Daily Devotions in the Psalms*. Penguin, 2015.
- Timothy Keller, *On Death*. Penguin, 2020.

#### Groups

- GriefShare group – This is offered at Brookside Church 1-2x a year; but also at a wide variety of times at different churches around the Omaha metro. See [www.griefshare.org](http://www.griefshare.org) for current group dates and times. (Note that it is often best to wait at least 5-6 months after the loved one's death to attend a group like this, due to the nature of the grieving process.)



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