

Suggested Donation \$20.00



Jail Ministry Training Workbook

(Teacher's Guide)

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Helpful Facts to Remember

- ◆ You are ministering to a subculture.
- ◆ You are missionaries in a strange land.
- ◆ You need to study the environment, history, government, and faith of this culture to help you understand how to communicate the gospel effectively.
- ◆ There are close to two million people incarcerated in the United States alone.

According to the National Department of Criminal Justice, if the past is an indication of the future and if recent incarceration rates remain unchanged:

- Five million people are under the control of probation and parole departments.
- Texas Department of Corrections has 120 penitentiaries in their state alone with 800, 000 people under their jurisdiction.
- An estimated 1 of every 20 persons (5.1%) will serve time in jail or prison during their lifetime.
- An estimated 80% of those released will be rearrested and return to a jail or prison cell.
- Today about 1/5th of all prisoners are married while more than half never married.
- More than half prisoners did not live with both parents while growing up.
- About 1/4th had parents who abused drugs and/or alcohol.
- A little less than 1/3 had a brother with a prison or jail record.
- About 14 percent of all inmates have lived in homes with no parent and about 17 percent have lived in a foster family home or agency or other institution at one time or another.
- Research has shown that childhood abuse increases the odds of future delinquency and criminality overall by 40%. Being abused or neglected as a child increased violent crime by 38%.
- While the number of women in prison is only a fraction of the total population (5.8% in state prisons and 7.3% in federal prisons); in the last 20 years the number of women in prison has quadrupled while the number of men tripled.
- About 80% of women in jail and prison are mothers and 6 % are pregnant when they entered incarceration.
- We Need to realize that as we teach and preach the Word to the incarcerated that 65-75 % have not completed high school, compared to 25 % of the general population. As many as 80 % are high school dropouts.
- A recent U.S. Department of Education survey shows that 65% of America's prison and jail population are functionally illiterate and the average IQ is 15 pts. Below the national average.

80% of all the jail and prison population are incarcerated because of drug and alcohol abuse.

Most violent crime is committed under the use of alcohol.

Inmate Profile

1. Background
 - a. Comes from impoverished background.
 - b. Come from a broken home or one that expresses little love.
 - c. Usually not well educated (average sixth grade level).
 - d. Very little vocational training.
 - e. Has had many failed relationships.

2. Inmate's self-esteem
 - a. Has low self-esteem.
 - b. Sees self as a loser.
 - c. Feels he has sunk too low, that he is un-redeemable.
 - d. Feels lonely.
 - e. Feels fearful.
 - f. Usually has an anger problem.
 - g. Feels victimized.

3. If a Christian
 - a. Feels that God has let him down.
 - b. Feels shame.
 - c. Feels hopeless.
 - d.

4. If not a Christian
 - a. He has wrong ideas about God (He is harsh and angry).
 - e. Feels that God is for the Church - but not for him.

5. Inmate's need
 - a. Someone who shows genuine concern.
 - b. Someone who will listen.
 - c. Worthwhile relationships.
 - d. Reassurance of the Gospel.

Types of Correctional Institutions

- A. Federal Institutions
- B. State Institutions
- C. Probation/Parole Departments
- D. County Jails
- E. INS

Some Important Terms

Misdemeanors: crimes with punishments less than one year.

Bail: a monetary security to be paid to release a person from custody while they wait for court hearing.

Own recognizance: released from custody with no bail set on the person's word they will return for court.

A Correctional Institution Profile

San Diego Sheriff's Department - County Wide

Average Bookings per year is 125,000

Average population is 5,000

Average length of stay is 25 days

Gender -87% Male; 13% Female

Sentence Status - 42 % Sentenced; 58% Not Sentenced

51% Between ages 18-29

70% Tested positive for drug use

78% Have felony charges

Sample Page

Customize to your particular facility.

George F. Bailey Detention Facility

Monthly Averages

Average population - 1,500

Average length of stay - 3 months

35 services a week - twenty services on Sunday alone

Monthly church attendance - 1,500

Average attendance at service - 15

Monthly rededication's - 500

Monthly accepting Christ - 100

1999 year averages

Church attendance - 18,218

Number of reductions - 5,728 (Important Five To One Ratio)

Number received Christ - 1,064

Volunteers

Worship teams - 150 volunteers, 35 churches, Nine on chaplain's staff, 100 inmate requests a week.

I. WHO YOU MINISTER TO

THOSE WHO ARE IN CRISIS.

1. The inmate is in crisis.
2. The inmate's family is in crisis.
3. Prison is often better than jail - why?

THE NON-SENTENCED AND SENTENCED.

1. Be slow to agree in prayer or praise reports. Rely on Matthew 6:33.

NON-BELIEVERS AND BELIEVERS

Most inmates have accepted Christ. (5 to 1 ratio) 1st time offenders are the best candidates to see immediate spiritual growth especially if they were socially functional before arrested.

A MULTITUDE OF BACKSLIDERS

Most inmates need sanctification not salvation.

A MIXED MULTITUDE

Muslims, Spanish/Catholics, Mormons, Jehovah Witnesses and Jews. Use discernment when you talk about other faiths.

CORRECTIONAL OFFICERS

Some correctional officers see you as a blessing some see you as a nuisance. Usually the higher the rank the more supportive of religious services. Remember they are always watching and listening to you.

PROFESSIONAL STAFF

Remember these people work in this environment 40 to 60 hours a week. Don't be grandparents to the inmates. (Spoil the kids and leave them to the parents to straighten them back out).

CHAPLAINS

1. Communicate with them.
2. Be committed to:
 - a. time frames
 - b. the rules
 - c. reports
3. Respect Deadlines (don't wait to the last minute)
 - a. read the paper work
 - b. fill it out right away
4. If you are a team leader - lead!

II. WHAT YOU MINISTER

Hope

Promises of the Word of God

Testimony - Your Own Success in Christ

Help

Pray

Prepare - Share a clear word

Jesus

The Blood

Salvation

Sanctification

Keep your focus on the inmates attending in your service, not proselytizing.

Good theological themes to stick to:

Old Testament fulfillment of prophecy

- 1. The life of Jesus*
- 2. The death, resurrection and ascension of Jesus*
- 3. Sin and Repentance*
- 4. Consequences of rebellion*
- 5. Gift of eternal life*
- 6. Benefits of becoming a new creature in Christ*

Always keep a sermon in your back pocket. You always need to be prepared to bring the message. (2nd Timothy 4:2)

III. HOW YOU MINISTER

Structure

Greet and depart with a handshake only.

A 1-hour service should include:

Singing - Worship

Boom boxes, guitars, song sheets are ok. The mainstay hymns are always good like Amazing Grace and What a Friend We Have in Jesus.

Testimony - Testimonies not War Stories

There are good testimonies and bad testimonies. Good testimonies lift up Jesus, bad testimonies lift up the speaker. Most inmates want to hear the Word of God preached. Some speakers think they will dazzle the inmates by their testimony but forget that most inmates have "spicier" testimonies than the speaker does.

Preaching - Prepare a clear word.

Preach and teach the Bible.

Teach solid doctrine.

Avoid denominational distinctives.

Praying - Be careful when you open up the service for prayers and testimonies. Inmates can easily take over a service.

Concert of Prayer: Ask for short requests from inmates. Have the inmate congregation pray for these requests out loud at the same time. It may seem a little disjointed but a concert of prayer helps covers a lot of prayer requests in one setting. It usually has a good effect because it also allows all inmates to participate.

Alter Calls - Keep altar calls unique to their goal.

1. Be distinct about receiving Christ.
2. Be distinct about sanctification.

I think you will discover the five to one ratios. In our facility I have found that for every one who accepts Christ, there are five inmates who need to rededicate their lives to Christ. This tells me I need to preach a message on discipleship five times more than a message on salvation.

Stay in control

All church worship members should participate and be able to control the inmates in a service. Always begin and end on time as much as is in power to do so.

No Laying of Hands

No Anointing of Oil

No Communion

No Baptisms

Remember the "Law of the Wall of Authority"

Correctional institutions are para-military organizations. I picture the authority over you as a huge brick wall. It's high, its wide, its thick, and it's always moving slowly towards you. If you press against it, its movement towards you accelerates.

To survive in this type of ministry you will need to learn how to yield to the authority and operate along with its movement. If you can not do this you should get out of the way. If you think you can press against the wall and stop it, you will most likely get crushed.

This wall is driven by real people who will listen to you if you use the proper means of communication - the chain of command.

IV. WHERE YOU MINISTER

Sample Page

Customize to your particular facility.

George F. Bailey Detention Facility 446 Alta Road, Suite 5300, San Diego, CA 92158

Take Interstate 805 to the Interstate 905 East. Travel East about three to four miles, the road is basically straight. When you can see the road veering to the right, begin to merge into your left-hand lane. On your right, you will see a sign that says "Donovan State Prison & San Diego County Jail Detention Facilities" Right after this sign, there is a signal light, You will be turning left. (If you miss this turn you will be headed towards the Otay Border Crossing and you'll have to find another road to turn left on.)

At the signal light where you'll be turning left, you will see a bunch of advertisements for vegetables on your left. (It will be like your heading out to the country now.) Follow the road (East again) for about 1.5 miles, and turn left at the stop sign; you're now heading north. You will pass Donovan Prison on your left. The George Bailey Detention Facility is about another mile up the winding road at the top of the hill.

Turn left into the first parking lot, ignore the road on your left, and continue straight until you see some entrances to the jail on your left, then park. There are two entrances to the jail, the first one, on your left, is the Visitors and Information entrance. The second entrance (North of the Visitors Entrance) is the Administration Entrance. The Administration Entrance has tables with umbrellas over them. This is where you gather for afternoon services and training.

V. SERVICE PROCEDURES

Afternoon Services. Arrive by 1 p.m.

Two Services Back to Back

First Service - 1:30 p.m. - 2:25 p.m.

Second Service - 2:35 p.m. - 3:30 p.m.

Evening Services - Arrive by 6:30 p.m.

One Service - 7 p.m. - 8:30 p.m.

Be on time. Be committed. You are the highlight of some inmate's week.

Check In

Information Center

Chaplain's Log

Yellow Badges - Above Waist

No Picture ID, No Ministry

Afternoon Services - Assemble at Administration Entrance Patio North of the Information Center.

You must have a minimum of two team members.

Always wait for the Chaplain.

Always listen to the Chaplain.

Always look at your paper work and read it.

Follow the Yellow Brick Road.

Remember you are in someone else's house. Be respectful. Leave the room the way you found it. Remember a smile and a hello goes a long way.

No Shows and No Communication is Unacceptable

Don't wait until Sunday to notify the Chaplain you can not make your service.

Before Sunday Contact the Supervisory Chaplain

Art Lyons (619) 426-4557 Pager (619) 529-8572

On Sunday, Also Contact the Facility Chaplain

Facility Office (619) 661-2612

Do Your Best to Verbally Make Contact.

VI. CHAPLAIN'S REPORTS

Worship Service Reports

Your Church / Your Name

Attendance

Rededication

Accepted Christ

Bibles

Comments

Deputies and Sign up Sheets

Role Call

Evening Services - You're responsible to give inmate sign up sheets to deputies. Always remind the deputies of which module you are conducting services in. Ask deputy for inmate sign up sheet when he/she delivers inmates for Worship Service.

Return **TWO** Reports to the Information Clerk

Worship Service Report

Inmate Sign Up Sheet

VII. OTHER INFORMATION

Bibles

Bible Studies

Re-Entry Resources

Inmate Requests

VIII. YOUR COMMITMENT

Training

Minimum two times a year

Maximum four times a year

Punctuality

Communication

Dead Lines

Ask before you Act

IX. MORE INVOLVEMENT

Bible Study Teachers

Correspondence Courses

Letter Writing

Volunteer Coordinators

Chaplaincy Program

Vision International University

Application for Conducting Worship Services

APPLICATION TO CONDUCT WORSHIP SERVICES IN COUNTY DETENTION FACILITIES

NAME OF CONGREGATION _____

ADDRESS _____ PHONE _____

CITY/STATE _____ ZIP _____

NAME OF PASTOR _____

DENOMINATIONAL AFFILIATION _____

WORSHIP TEAM LEADER (This person will be the congregation's contact person.)

NAME _____ PHONE _____

ADDRESS _____ CITY/ZIP _____

Please indicate at which of the following detention facilities your Worship Team wishes to conduct services:

_____ CENTRAL DETENTION FACILITY (SAN DIEGO)

_____ CITY JAIL

_____ EAST MESA/MED (OTAY)

_____ GEORGE BAILEY MAX (OTAY)

_____ LAS COLINAS WOMEN'S DETENTION CENTER (SANTEE)

_____ SOUTH BAY DETENTION FACILITY (CHULA VISTA)

_____ VISTA DETENTION FACILITY (VISTA)

_____ DESCANSO DETENTION FACILITY (DESCANSO)

Is your Worship Team willing to substitute at the facility with a three day notice?

YES _____ NO _____

WE THE UNDERSIGNED, AGREE TO ABIDE BY THE ATTACHED CONDITION AND PRINCIPLES FOR CONDUCTING WORSHIP SERVICES IN DETENTION FACILITIES.

SIGNED _____ DATE _____
(Senior Pastor's Signature)

SIGNED _____ DATE _____
(Team Leader's Signature)

1. Briefly state the tenets of faith or creed held by your congregation.
(or attach your churches Statement of Faith)

2. Briefly state the objectives for your jail worship service and the ways in which your Worship Team will fulfill these objectives.

3. Having reviewed the format and guidelines for the conduct of worship services in the jails, is there any requirement that your team would be unable to fulfill for the reason of belief or conscience?

GUIDELINES FOR CONDUCTING WORSHIP SERVICES

The format of worship services in the jails should be very similar to one being conducted in your own churches. Your worship services should include at least: opening prayer/invocation, hymns, sermon/homily, altar call, prayer requests, testimonies and closing prayer/benediction. Let the inmates participate in the worship services. Ask them if they have a favorite hymn they want to sing, ask for prayer requests and pray with them. Encourage inmates to give their personal testimonies. Do responsive readings if they have hymnbooks. Always open and close your services with prayer.

Try to have among your team members someone who can sing and play a musical instrument. Your services should have a lot of music. Use hymns with which the inmates would be familiar such as “Amazing Grace,” “Old Rugged Cross,” or “What a Friend We Have in Jesus.” Refrain from singing choruses with which they are not familiar. Inmates enjoy special music.

Sermons should be no longer than twenty minutes. Please avoid divisive topics such as denominational doctrines or politics. Keep to general topics such as salvation, grace, love, topics on life skills from the Christian perspective, etc. The constitutional rights of inmates to freedom of choice regarding religion must be respected. Proselytizing or use of coercion is not appropriate and may result in removal from the schedule.

SECURITY AND PERSONAL DECORUM GUIDELINES

1. Remember that we are guests of the San Diego County Sheriff’s Department and the Lord’s representatives. Remain courteous at all times and act in love even if you are refused entrance to a jail facility. The staff, deputies and inmates are watching us to see how we react in different circumstances.
2. Follow all instructions given by deputies. If they state that it is time for the service to end, respect their wishes. Do not argue with deputies in front of inmates. This ministry does not want to undermine their authority.
3. Worship team members should be dressed appropriately. Team members wearing shorts, tank tops or see through blouses or shirts will be refused entrance into the jail facilities by staff members of the San Diego County Sheriff’s Department. Women are encouraged to wear flat or low-heeled shoes in the jails for their own safety due to slick waxed floors. Spiked heels or any suggestive clothing for men or women is not permitted. Refrain from wearing valuable or ostentatious jewelry, especially large belt buckles. Do not bring in any penknives like those that are found on key chains.
4. **Take nothing into the facility for an inmate and take nothing out of the facility for an inmate.** That includes contraband such as notes, messages, pens, cigarettes, narcotics, weapons, nail files, food, literature, paper, etc. Cameras and recording equipment are also considered contraband and are thus forbidden. Tape players are acceptable. Hymnals are provided in some facilities. Song sheets without staples may be distributed. Teams should request permission from the deputies on whether or not song sheets may be distributed to and kept by inmates. Inmates may keep Song sheets.
5. Do not do favors of any kind for inmates.
6. Maintain control of your worship service. Always be aware of how to communicate with deputies in the case of an emergency.

7. **Physical contact is limited to shaking hands only.** When making an altar call, do not ask them to come forward. Ask them to raise their hands if they want to receive Christ or request prayer. Do not hug or lay hands on inmates to pray.

8. Ladies, keep your purses in the car. Do not let people in the jail parking lot see you place your purses in the trunk of your cars. Place your purses in the trunk of your car before arriving at the jails.

9. Everyone, keep all personal items such as car keys, Bibles, etc. under your control at all times while in the jails.

10. Remember to pray with your eyes open.

11. **When doing services for women, at least one woman is required to be part of the worship team and when doing services for men, at least one man must be present.**

12. Never leave the area without being escorted by a deputy, chaplain or monitor.

13. Never give inmates your home address or phone number. Give your church address and phone number. Give first names or nicknames only.

14. Avoid the use of extension cords, if possible. If you need to use extension cords, take in only what you need.

15. Take only the number of audio tapes you need for your worship service. When using amplified sound during services at the George Bailey Detention Center, keep the volume low enough so that your inmate congregation can hear and you do not interfere with services in other sections of the jail.

16. All group members entering the jail are subject to screening for possible legal violation. Security checks are made, and anyone with an outstanding violation/warrant will be apprehended. Take care of warrants **before** going into the jails!

17. If a member has a relative in the Detention Facility in which scheduled, he/she may not go in with the Worship Team.

18. Ensure that you leave the worship room/area neat after worship services.

19. Worship teams will complete any paperwork required by facility chaplains.

20. Special arrangements and clearances must be made for use of musical instruments and/or musical groups comprised of more than FIVE persons.

21. You must have two or more members to conduct a Worship Service.

Can you agree to the above guidelines? _____ If no, please answer question three.

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