

A Simple Christmas Party Guide



This is a guide to initiating a simple Christmas party in a home, a function room in your apartment, or even an office.

You can organize on your own, as a family, with a few friends, or as a small group – it's up to you!

First Things First

The event need not be elaborate. Let's be more concerned about creating a time and place to connect with people, build relationships and make a difference in someone's life this Christmas.

The guests can be your relatives, neighbours, your local shopkeepers, your estate cleaners, friends, sports or club kakis and/or work colleagues.

We have included a suggested timeline (see page v) to help you prepare for the party. To plan for this, we focus on two things each week: **Prepare & Pray.**

Suggested Party Program

The following is a suggested outline of a simple Christmas Party.

Do feel free to adjust, change it in anyway, and exercise your own initiative, creativity and passion!

The key is to allow your guests to be comfortable and creating an atmosphere for conversation to take place.



Don't get too elaborate with your program, or allow yourself to be flustered and busy with the food and preparations. It is more important to be 100% present to connect with your guests, to build your relationship. Your presence, time and listening ears will demonstrate to them you care.

<i>Opening and Welcome</i>	Welcome Ice Breakers
<i>Main Meal</i>	Tea, Lunch, or Dinner
<p>Program <i>(20-30 minutes)</i></p>	<p style="text-align: center;">a) Singing of Christmas Carols (Prepare Song Sheets for Guests- if you don't play any instrument, just use a CD! <u>TIP</u> – kids can be involved with tambourines, castanets, etc.)</p> <p style="text-align: center;">b) Sharing of a Short Personal Testimony: <i>“What Christmas Means For Me.”</i> (Keep it brief– 3 minutes is great – you don't have to tell your whole life story but a snippet that will serve as a conversation starter.)</p> <p style="text-align: center;">c) Singing of Christmas Carols (Sing 1 or 2 more carols after the testimony to give time for the testimony to sink in and as an appropriate way to conclude.)</p> <p style="text-align: center;">d) Pray a Blessing for Everyone (Ask your guests to allow you to pray a blessing for them – few people would reject this – and this opens spiritual doorways into their lives)</p> <p style="text-align: center;">e) Sharing of Gifts (Let your guests know in advance if you intend to have a gift exchange – it is helpful to give a guide as to the value. If not appropriate, you can prepare small gifts for everyone.)</p>

Dessert

Dessert, Fruits, Coffee & Tea

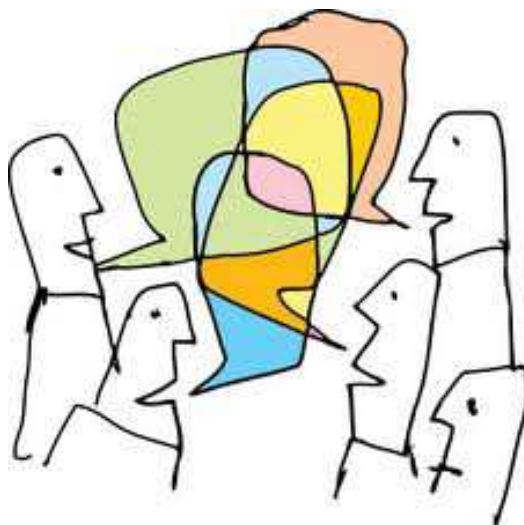
(This is a great way to let guests know that they are welcomed to linger over desserts and drinks and allows for meaningful conversations after the program.)

(You can invite your guests to our Christmas Service, weekly services and other activities.)

Conversation Starters

If you find it naturally challenging to start a conversation, try these:-

- *How do you spend Christmas usually?*
- *Which carol did you enjoy best? Why was that?*
- *Did anything that we sang or heard tonight seem strange or especially meaningful? Tell me more.*
- *Thank you for coming tonight. It means a lot to me. Is there something I can pray specifically for you?*



Preparation Timeline & Checklist

Please feel free to use this checklist as you prepare for the party.

Activity	By Who
One Month or more before Party	
PREPARE <ul style="list-style-type: none"> ▪ prepare guest list ▪ decide party venue ▪ decide on party program ▪ decide on food menu ▪ allocate tasks to family/group members 	
PRAY <ul style="list-style-type: none"> ▪ own hearts to be open & enlarged ▪ for guests to be open & available 	
3 Weeks before Party	
PREPARE <ul style="list-style-type: none"> ▪ invite guests – send out invitations ▪ prepare ice breakers ▪ prepare carols, song sheets & music 	
PRAY <ul style="list-style-type: none"> ▪ for guests to accept the invitations and be able to come 	
2 Weeks before Party	
PREPARE <ul style="list-style-type: none"> ▪ finalize guest list ▪ prepare personal testimony 	
PRAY <ul style="list-style-type: none"> ▪ continue praying for guests and event ▪ pray for the family/group members and their 	

Activity	By Who
various roles	
1 Week before Party	
<p>PREPARE</p> <ul style="list-style-type: none"> ▪ Send reminder to guests and directions to venue ▪ Prepare gifts (if any) 	
<p>PRAY</p> <ul style="list-style-type: none"> ▪ Continue praying for guests and event ▪ Pray for the family/group members and their various roles 	
Christmas Party	
<p>PREPARE</p> <ul style="list-style-type: none"> ▪ Be ready for your guests ahead of time so that you are not flustered with last minute preparations and too busy to speak with them! 	
<p>PRAY</p> <ul style="list-style-type: none"> ▪ For the guests' hearts and minds to be open to God's voice to them through the songs, testimonies, and the fellowship 	
After the Party	
<ul style="list-style-type: none"> ▪ Debrief – what went well, what could have been improved, and who amongst the guests needs follow up and who will do that. ▪ Share your experience with the church to encourage others! ▪ Continue to pray for your guests! 	

Ice Breakers

The following are some suggested simple-to-use ice breakers:-

1. Acrostic Introduction	
<i>(useful ice breaker especially when guests do not know each other well)</i>	
No. of Players:	Any Number (Note: parents can help younger children with this too)
Location:	Anywhere large enough for everyone to stand or sit in a circle
Time:	10 minutes
An acrostic is an arrangement of words in which certain letters in each line, when taken in order, spell out a word or motto. Ask group members to introduce themselves to each other by using words or phrases that describe them to create acrostics of their own names (or nicknames). E.g. Dave would say, “ <i>My name is Dave and I am <u>D</u>ynamic, <u>A</u>ble, <u>V</u>ery handsome, and <u>E</u>nthusiastic!”</i>	

2. Tall Tales	
<i>(useful ice breaker to encourage mingling and engagement between people new to each other.</i>	
No. of Players:	Any Number – Group guests into 2 teams (with even numbers or someone can go twice)
Location:	Anywhere large enough for everyone to stand or sit in a circle
Time:	15 - 20 minutes
Taking turns, each person makes 3 statements of facts about themselves or things they have done, and the other team must try to guess which is the statement that is NOT true – they will need to agree on the choice as a team. E.g. One may say: “ <i>I am Hokkien; I have flown in a spaceship; and I am married.</i> ” His second statement is false and if the other team guesses correctly, they get 10 points. After everyone has taken their turn, the team with the highest points wins.	

After The Party



Intentional connection with another person is never just a one-off event. It is a relationship that requires deliberate effort to maintain the connection. We call this subsequent effort “follow-up”. No matter what follow-up activity is used, the main ingredients of any follow-up are:

- **Being intentional** and involved in your guests’ lives,
- **Demonstrating the love of Christ**, showing love through words of encouragement and concern, as well as concrete acts of kindness or help
- **Persevering in prayer** for the person
- Being **prepared to spend time** with the person as they question life and faith
- Being **prepared to disciple** the person as a follower of Christ when they make their decision

Here are some suggestions for follow up action:

- Meeting up during other special occasions, such as a Chinese New Year visit, an Easter party, a mooncake and tea appreciation evening during the Mid-Autumn Festival, or simply just invite them to your place for tea
- Arrange to do some activity together - such as a movie, a football night, sport activities etc.; or even attend a course together – floral arrangement, dancing classes, or IT classes
- Invite them to your small group, our weekly services or suitable church activities
- Invite them to the Alpha Course to find out more about Jesus and the faith