

**General Time Schedule
School for Lay Ministry at Des Moines Site
(12 contact hours)**

*This schedule is shared as a guide. The only **inflexible** part of it relates to meals.
Please note at the bottom of the page the times meals are available.*

(12 contact hours)

Saturday: (10 contact hours)

08:00 a.m.	Registration
09:00 a.m.	Opening devotions (led by session leaders)
09:15 a.m.	Class time
10:15 a.m.	Break
10:30 a.m.	Class time
11:30 a.m.	<i>Meal break 45 minutes (see dining room times below)</i>
12:15 p.m.	Class time
02:15 p.m.	Break
02:30 p.m.	Class time
03:45 p.m.	Break
04:00 p.m.	Class time
05:15 p.m.	<i>Meal break 45 minutes (see dining room times below)</i>
06:00 p.m.	Class time
07:45 p.m.	Break
08:00 p.m.	Class time
08:45 p.m.	Evening devotions (led by a student)
09:00 p.m.	Done for the day

Sunday Morning: (2 contact hours)

08:30 a.m.	Opening devotions (led by student)
08:45 a.m.	Class time
10:15 a.m.	Break
10:30 a.m.	Prayer Instruction
11:30	Closing worship (led by session leaders)
12:00	Homeward bound

Notes to Faculty Members:

- Twelve hours of an instructor's time is available during the weekend. How you arrange your presentation within each block is left to your discretion. **However, it is helpful to have a more detailed breakdown of your plans for the weekend to give to class members on Saturday morning when they arrive (either with handouts, on a white board or verbally).**
- Please be sensitive to the need to schedule adequate breaks and time to move around, especially on Saturday.
- Allow time at breaks, during meals, and after the Sunday worship service for class members to interact one-on-one with you.
- Be flexible with Sunday's schedule, especially if the class is attending worship at a local church and is at the mercy of that church's starting time.

Meal Serving Hours are as follows:

Saturday noon: 11:30 a.m. – 12:15 p.m.
Saturday evening: 5:15 p.m. – 6:00 p.m.