



Contemporary Worship Leader

Position Description

Date: February 13, 2017

FLSA Category: FT Exempt

Function: Support Staff

Revision Target: Spring 2018

Hours: 50/week

PURPOSE:

The Contemporary Worship Leader is a musician who displays the ability and desire to lead worship in a large, multi-site context. The primary functions of this position will include: leading worship, working within a large staff environment, and assisting in building a contemporary worship department to support a growing congregation.

POSITION FOCUS:

Contemporary Worship

POSITION STATUS:

Full-Time

SUPERVISORY RELATIONSHIP:

Reports to: Contemporary Worship Director

Partners with: Worship & Teaching Pastor

POSITION RESPONSIBILITIES:

Creative Direction

- Lead worship for weekend services as scheduled
- Participate in ministry each weekend in a variety of roles (Classic, Contemporary, Children, etc.)
- Lead band rehearsals and sound checks when scheduled
- Participate in monthly co-write sessions & co-write retreats for the creation of congregational songs
- Coordinate and execute liturgies as directed
- Lead worship monthly for staff meetings and other staff related events throughout the year
- Provide worship leadership at other church related services/events as requested
- Assist in creative projects as needed for contemporary worship (videos, photography, research)

Administration

- Participate in worship planning and review meetings on a weekly basis
- Assist in the recruiting and development of new worship leaders and band members
- Oversee CCLI and other copyright reporting annually for congregational worship
- Attend staff meetings as scheduled
- Finalize weekly run-sheets
- Coordinate all graphic needs with Worship Producer and Communications Manager

Volunteer Development

- Identify candidates to serve and support weekend worship
- Encourage and provide feedback to worship team members
- Build rapport with team members to influence spiritual growth and creativity

Leadership & Community Development

- Meets regularly with congregation members for the purposes of building community
- Network with other local and national worship leaders
- Schedule and help lead annual worship team service project
- Coordinate visits to other worship experiences and conferences

PERSONAL QUALIFICATIONS:

Character Traits

- Maintain absolute confidentiality with work-related information.
- Desire to continuously learn and serve others.
- Honest and trustworthy.
- Integrity for work habits and results.
- Ability to discern needs and respond appropriately, sensitively and proactively.
- Appreciation for own and other's giftedness.
- Ongoing desire and effort to grow more Christ-like in character.
- High degree of professionalism.
- Approachable and accessible.
- Ability to exercise sound judgment.

Skills and Talents

- Intermediate skills in Excel, Word (or Pages), Microsoft Outlook, PowerPoint (or Keynote)
- Has significant experience in creative worship leadership as a musician
- Has some level of professional musicianship, preferably as a vocalist
- Has exposure and experience using the following software: *Planning Center Online, Ableton Live, Finale/Sibelius, Garage Band, Logic Pro, & Pro Tools*

ADDITIONAL EDUCATION/EXPERIENCE:

- Demonstrated experience in local church ministry as a worship leader.
- Holds a bachelor's degree (preferably in worship, communications, or other related field)
- Has previously written worship songs for congregational worship