

Caledonia Christian Reformed Church

Director of Worship

Title: Director of Worship

Position: Full time, Salaried, at-will employee

Accountability: Senior Pastor and Council

Ministry Description: The Director of Worship will provide leadership and oversight in all area of corporate worship. This person will work closely with the senior pastor and worship planning team in providing worship services that are: God-glorifying, reverent, formative and transformational.

Personal Qualifications needed for the Director of Worship

1. Posses a love for Christ and His church.
2. Possess minimum of Bachelor degree in music.
3. Have a minimum of 2 years of experience in a management position in ministry
4. Have a minimum of 2 years of experience as a primary or secondary worship leader in a ministry environment
5. Be at team player.
6. Model a godly lifestyle.
7. Have proven leadership skills.
8. Have gifts in the area of music & the arts.
9. Have excellent organizational and administrative skills.
10. Have excellent interpersonal and communication skills.
11. Proficient in sound and AV.
12. Proficient in instrumentation, preferably piano.
13. Be able to challenge and equip people who possess a variety of skills and giftedness.
14. Have the ability to mentor next generation leaders.
15. Have an eager and teachable spirit.
16. Be a self starter.
17. Be a team builder.

Responsibilities

1. Be responsible for the organization, coordination and communication of all worship services including: Communion, Profession of Faith, Baptism, volunteers, guest speakers.
2. Organize qualified praise teams for Sunday worship services.
3. Lead or provide leadership for weekly praise team practice.
4. Oversee all sound and technology including online streaming of worship services.
5. Be responsible for recording, editing & uploading sermons to church's website.
6. Be responsible for Sunday slides and power-point presentations shown during services.
7. Be responsible for sound and AV for funerals, weddings, adult ed and other events.
8. Oversee the development and maintenance of audio visual equipment.
9. Responsible for Easter and Christmas sanctuary decorations.
10. Responsible for outside sign and entry area verbiage.
11. Be responsible for all church social media presence.
12. Be member of the Worship Committee.
13. Recruit and challenge team members to attend worship conferences and further training.
14. Schedule piano tuning.
15. 1:1 Discipleship with church members.
16. Oversee and lead *Souled Out* middle school student music ministry.
17. Attend staff meetings.
18. Prepare and be accountable for budget of all ministries under worship.
19. Report in writing semi monthly to Council.
20. Coordinate and communicate with the Senior Pastor to promote continuity of all worship services.
21. Any other work assigned by the Senior Pastor.