



Worship Leader Job Description

JOB SUMMARY

The Worship Leader is responsible for leading a team that provides music for specific and assigned worship services. Reports to the Associate Minister. This a part time position (roughly 10 hours/ week).

SPIRITUAL REQUIREMENTS

- Maintains a relationship with Jesus Christ, engaging spiritual disciplines (both personal and corporate)
- Lives in a manner that exemplifies Christ and seeks purpose and meaning in all aspects of life
- Models the standards and expectations of Christian leadership, including positivity, professionalism, and confidentiality

ESSENTIAL FUNCTIONS

Worship

- Plan for and lead the team of musicians in rehearsals and specified/ assigned worship services
- Select music for worship services in coordination with Associate Minister and other pastors, that compliments the worship experience and follows sermon themes, and liturgical calendar
- Recruit, train, and shepherd the team (including musicians and technical support)
- Create a sense of community and support within the team by providing both individual care and group connection through spiritual (prayer/ devotions) and non-spiritual (community development) activities
- Assists with preparation for performances/ special services, such as: Ash Wednesday, Holy Week, Thanksgiving, Good Friday, Christmas Eve, and other services as requested by the Associate Minister and other pastors
- Understand and adhere to Safe Sanctuary policies
- Plan and arrange for substitute leader and team members as necessary
- Flexibility to adapt worship experience to meet changes in worship formats (in-person and virtual)

Other Responsibilities

- Recognized as a leader, in alignment with and supportive of the purpose and core values of The Well
- Submit bulletin/ PowerPoint information weekly by requested deadlines
- Purchase, prepare, copy any needed music for team following copyright procedures
- Maintain musical library for reusable music
- Attend bi-annual Worship Arts Team meetings

CORE COMPETENCIES

- *Organizing.* Can gather and organize resources (people, materials, funding, support) to get things done; uses resources effectively and efficiently
- *Planning.* Accurately assess the length and difficulty of a project; sets objectives and goals; breaks down work into process steps; develops schedules and task/ people assignments; anticipates and adjusts for problems and roadblocks; measures performance against goals; evaluates results

- *Managing vision.* Articulates and supports the vision and mission of The Well; talks beyond the here and now to a larger sense of purpose; communicates a compelling and inspired vision for ministry; creates a compelling sense of possibility, hope, and optimism; helps others own the vision
- *Developing people.* Is able to identify raw talent and recruit capable people into positions of responsibility; provides challenging and stretching tasks for others to do; delegates appropriately; builds people up; maintains open and active dialogue with volunteers; communicates expectations clearly; holds people accountable
- *Managing conflict.* Deals with problems quickly and directly; steps up to conflict, seeing them as opportunities; reads situations quickly; focuses when listening; settles disputes collaboratively and equitably; finds common ground and gets cooperation
- *Interpersonal relationships.* Relates well to and able to work with all kinds of people, inside and outside of the congregation; builds appropriate rapport; builds effective and constructive relationships; uses diplomacy and tact; is regarded as a team player
- *Trust and integrity.* Is widely trusted; seen as direct and truthful; keeps confidences; admits mistakes; adheres to appropriate and effective set of core values during good and bad times; acts in line with those values; practices what he or she preaches

TECHNICAL COMPETENCIES

- PlanningCenterOnline: Familiarity and experience is desired
- ProPresenter: Familiarity and experience is desired
- SongSelect: Familiarity and experience is desired
- Spotify: Familiarity and experience is desired

QUALIFICATIONS

- Prior experience as a worship leader and musician, or regular participation on a worship team desired
- Keyboard/ piano or guitar proficiency required
- Knowledge of vocal pedagogy desired
- Possess a willingness and ability to work with musicians of varying backgrounds/ skill levels
- Experience in teaching and developing musicians individually and as a group
- Knowledge and experience leading vocalists
- Music degree desired

COMPENSATION

Rate of compensation will be based on:

- Experience
- Education
- Work agreement of hours/ week commitment

BENEFITS

- Health Insurance – ineligible
- Flexible Spending – Ineligible
- Mileage – Ineligible
- Continuing Education Stipend – available with Pastoral approval
- PTO – per HR guidelines
- Holidays – per HR guidelines
- FLSA – Non-exempt