

## Job Description

<b>Position:</b> Contemporary Worship Leader	<b>Reports to:</b> Pastor
<b>Full Time:</b> N/A	<b>Last Updated:</b> April 15, 2018
<b>Part Time:</b> Average 10 hours per week	<b>Health Benefits:</b> No
<b>Office Hours/Work Arrangements:</b> <p>The Worship Leader in consultation with the Pastor will establish routine practice schedules and Sunday expectations. Should the schedule need to be changed because of special activities and the Worship Leader is required to be present, an adjustment will be made.</p> <p>It is expected that the Worship Leader will attend at least one worship workshop each year. The workshop must be specifically related to contemporary worship music and programs and must be approved by the Pastor or SPRC Chairperson with the expenses to be paid by the church.</p>	
<b>Requirements: education, work experience, certifications, etc.</b> <ul style="list-style-type: none"> <li>• First and foremost, the Worship Leader must be a professing Christian who perceives a calling to assist the pastor(s) and the congregation in the worship of God through music.</li> <li>• Ability to read music.</li> <li>• Proficiency with an instrument – guitar or keyboards.</li> <li>• Experience in contemporary church music ministry preferred.</li> <li>• Basic computer skills (i.e. Microsoft Office, email).</li> </ul>	
<b>Summary of Job Function:</b> <p>The Contemporary Worship Leader is responsible for the oversight, management, and coordination of the musical worship proclamation for the contemporary worship experiences of Garner United Methodist Church. This individual must have the ability and personality to inspire and lead persons of all ages in a variety of musical settings. Leadership and coordination with other music personnel must be done in a cooperative spirit that enhances the purpose for which the church's worship ministry exists.</p>	
<b>Principal Responsibilities:</b> <ol style="list-style-type: none"> <li>1. Maintain a vibrant spiritual life.</li> <li>2. Plan music for each Journey of Grace service.</li> <li>3. Coordinate music plans with Pastors.</li> <li>4. Locate music materials and resources.</li> <li>5. Use Planning Center On-line to share song choices, arrangements, and resources with band members in a timely manner.</li> <li>6. Communicate with band members and Pastor regarding changes in worship plans, band practice schedules, etc.</li> <li>7. Work with the Journey of Grace band members to establish band practice schedules</li> <li>8. Conduct practices sessions with the Journey of Grace band</li> <li>9. Work with less experienced band members to develop musical skills</li> <li>10. Lead music in the Journey of Grace Worship services</li> <li>11. Serve as a spiritual leader during worship services and band practices</li> <li>12. Recruit new musicians as needed</li> <li>13. Prepare and administer the annual music ministry budget reflecting the needs of the Journey of Grace Worship Service.</li> <li>14. Attend weekly staff meetings as able.</li> <li>15. Maintain a record of time via provided time sheet.</li> <li>16. Perform any additional duties that pertain to leading worship and music at the journey of Grace Worship services as assigned to him/her by the Pastor.</li> </ol>	