

## Worship Director

**Reports to:** Senior Pastor

**Job Status:** Non-Exempt employee, Average of 12 hrs/week flexible schedule, Sundays and other planned worship services required. \$50-\$60/hour, based on experience.

**Position Description:** The primary responsibility of the Worship Director is to develop, plan and lead a worship experience that attracts and engages both unchurched and regular attenders alike, via compelling music that encourages the worship of God and congregational participation.

### Primary Responsibilities

- Organize and lead Sunday Worship music service that blends with the Sermon/Theme. Work closely with the Senior Pastor and the members of the music team to lead a worship time that is inspiring to the congregation. Start this process at least 3 months in advance to deliver the expected output.
- Recruit and manage volunteers and music scholars to participate in rehearsals and worship services.
- Attend weekly planning meetings with key staff members and Elders to discuss details for Sunday service and debrief from prior Sunday service.
- Develop a schedule for musicians, vocalists, and choir with advance notice to ensure volunteer availability for service, ideally 2 months in advance.
- Build relationships with volunteers as part of effectively leading the team
- Plan and lead worship music that is a blend of contemporary and traditional songs that are appealing to younger families as part of our church's commitment to growing young.
- Coordinate all aspects of worship service by utilizing the Planning Center App and Proclaim.
- Meet with the Choir Leader on a regular basis to discuss the Choir worship schedule and music selections.
- Schedule and lead rehearsal for worship.
- Train backups to substitute for Worship Director for worship during scheduled vacations/absences, with at least one month prior notice.
- Develop and manage the Worship budget in cooperation with Choir Leader and Worship Elders.
- Supervise Choir Leader and Tech Coordinator as part of leading the worship ministry.
- Plan and execute other music experiences as requested by Sr. Pastor and/or Session.

### Related Responsibilities

- Regular attendance at staff meetings and Session meetings as requested.
- Attend Worship committee meetings and other planning meetings as needed.
- Maintain professional development through outside study, seminar attendance and/or association relationships as appropriate to fulfilling the position.
- Stay current with and integrate appropriate music and worship style.
- Continue to develop community outreach opportunities through music with local high schools as appropriate.

**If interested, please send your resume and cover letter to: [ssuryan@cpcfremont.org](mailto:ssuryan@cpcfremont.org)**