

Job Description for Director of Music Ministries & Worship Leader

Part-time (15-18 hours per week)
Flexible Schedule. Paid Time Off.

The purpose of the position is to oversee, coordinate and give leadership to weekly worship services and music program by utilizing your gifts, the resources of the church family, and ultimately glorify God by reaching others through music, praise, and worship.

Immediate supervisor is the Pastor.

Responsibilities and Requirements:

- Plan worship portion of weekly church services
- Collaborate with the staff and/or pastor in weekly meetings, with accountability first to immediate supervisor and then the Staff Parish Relations Committee
- Lead praise team rehearsals on Wednesday evenings and Sunday mornings and lead Sunday morning worship
- Recruit, train, mentor, manage, and schedule instrumentalists, vocalists and sound and media technicians for Sunday worship services, seasonal services (Thanksgiving, Christmas Eve, Holy Week), weddings, funerals, etc.
- Provide care and nurture for spiritual growth to worship teams
- Oversee the purchase, filing, and use of all printed music related to the worship and music program
- Oversee the care, maintenance, and updating of sound and multi-media equipment
- Attend and contribute to bi-monthly Leadership Team meetings
- Plan and lead seasonal and other music events i.e. cantata, children's choir, special music
- Provide creative leadership and direction working with other aspects of church ministry such as drama, youth and adult programs
- Abide by the Leighton Church Statement of Faith and Core Values

Qualifications:

- Professed Christian who is living a Christian lifestyle
- Gifts of servant leadership, communication, and administration
- Ability to give creative leadership and direction to worship services and music program
- Formal music training or a minimum of 3 years of music ministry experience
- General working knowledge of music required
- Instrumental and vocal skills necessary. Preferably piano, keyboard or guitar
- Possess the ability to be flexible in regards to style of worship
- General knowledge of sound, multi-media and lighting systems
- Proficient with preparing media presentations (i.e. Power Point, Pro Presenter, Planning Center)
- Ability to recruit, develop, and lead volunteer vocalists, technicians, and instrumentalists
- Committed team player-working with pastoral, worship support staff and volunteers.
- Open minded approach to special music, guest musicians, concerts, instrumentalists, choirs, etc.