

# Associate Minister of Worship

## Job Description

**Ministry:** Worship

**Reports to:** Lead Pastor

**Purpose:** The Associate Minister of Worship is responsible for leading the church in joyful, passionate worship to God through singing, Scripture reading, encouragement, and prayer.

### QUALIFICATIONS

#### 1. Worldview and Witness

- Affirms Calvary Derby Hill's statement of faith
- Models a Christ-like life through words and actions
- Desires to help members, regular attenders, and visitors love and glorify God and walk with Jesus
- Is actively engaged in disciple-making relationships and gospel community
- Desires to care for and connect authentically with the flock at Calvary
- Has a heart for those who do not know Christ

#### 2. Personal Attributes

- Has a regular time of personal worship of God in the Word, and prayer
- Has a deep love for Jesus and the gospel
- Prays for the people of Calvary Derby Hill and the lost
- Has a love for the people of Calvary Derby Hill
- Builds relationships with those under his/her leadership and with Calvary members and regular attenders
- Is mature and emotionally secure
- Is organized, responsible, dependable, humble, honest, and accessible
- Is a self-starter, sufficiently detail-oriented to plan and implement weekly services
- Is to be a team-player who works well with other staff
- Is able to manage conflict among staff, music team members, or church attenders
- Respects the authority structures within the church

#### 3. Requirements

- Has experience leading musical worship, leading other instrumentalists and vocalists, praying with teams and in public, and reading scripture publicly, or is willing to be trained

- Can communicate effectively and appropriately with church attenders both on and off the stage
- Can clearly explain the gospel
- Is committed to use this ministry as a means to glorify God by making joyful passionate disciples of Jesus
- Has a pastoral heart to care for and love the flock at Calvary

## **RESPONSIBILITIES**

### **1. Leadership**

- Leads worship most Sundays
- Trains others in the details of Sunday services
- Disciples church attenders to live lives of worship
- Helps lead existing worship team members as well as continuing to develop the worship team by recruiting and training volunteer musicians
- Embraces the vision, mission, values, and beliefs of our church
- Prioritizes the congregational voice over instrumentation and clarity of content over performance
- Works with the Pastor in developing and maintaining an annual budget for approval by the Pastor, Finance Committee, and Church Membership
- Assist with ministry needs when time allows

### **2. Administrative**

- Arranges aspects of Sunday morning worship (in communication with the Lead Pastor & Music Director), including but not limited to:
  - Facilitating band rehearsals
  - Arranging lyrics for Sunday services
  - Administering Planning Center services and rotations
  - Discerning appropriate worship songs for worship services
  - Inputs song and slides into Proclaim
- Edits/posts sermons online
- Evaluates and improves worship services