

St. John's Christian Church
Job Description
Pastor of Music and Worship
August 2021

This position's main focus will be on the leading and development of passionate and Christ-centered worship ministries of the church. Although the primary focus is on worship ministries, this person will also be involved in other pastoral duties as time allows. The ideal candidate should be:

1. A fully devoted disciple of Jesus Christ.
2. Called by God to serve in a local church and be affirmed by the Church.
3. Educated – a college or master's degree in music and/or a Bible College or seminary degree in Bible, Theology, Worship or Pastoral Ministry; willing to pursue further educational training.
4. Knowledgeable of church worship music with appropriate practical experience in leading worship with a commitment to excellence.
5. Musical abilities – vocal, instrumental, directing.
6. Able to oversee traditional and contemporary styles of music.
7. Familiar with sound, video and projection systems, or able and willing to learn.
8. Able to communicate effectively and clearly.
9. Willing to develop and integrate lay people into the worship ministry of the church, including but not limited to – worship leaders, lay readers, song leaders, children's moment readers, vocalists, instrumentalists and dramatists
10. Passionate about leading people into a relationship with Jesus.
11. A creative and strong leader who demonstrates a life of grace and truth.
12. A team player who is consistent, trustworthy, and dependable.
13. A servant in attitude and action.

The Pastor of Music and Worship will:

1. Consult with the senior pastor on sermon and worship themes.
2. Plan and coordinate worship services with input from lay worship participants.
3. Coordinate leadership of and participation in congregational singing, chancel choir, ensembles, praise band(s), as well as regular and special worship services and programs.
4. Assist the senior pastor with music for weddings, funerals, and Fairlawn Chapel services.
5. Have oversight and ultimate responsibility for music ministry activities and programs that involve all age groups.
 - a. Coordinate LOGOS Worship Skills
 - b. Involve people of all ages in offering music during worship
 - c. Coordinate music ministries within JYF and SYF
 - d. Coordinate music for special gatherings of the church – fellowship events, banquets, etc.
6. Oversee all dramatic presentations, whether that be worship dramas on any given Sunday, or a Christmas cantata, etc.
7. Plan, conduct and evaluate meetings and training sessions for volunteer leaders in the music and worship ministry.
8. Stay informed on licenses, materials and methods pertinent to our music and worship ministry.
9. Meet with other staff, committees and church leadership for coordination of music and worship.
10. Develop and oversee the church budget for music and worship ministries, striving to operate these programs within the approved church budget.
11. Work with sound and media people to enhance worship services.
12. Work with the pastor and administrative assistant in providing a social media ministry.
13. Perform other ministerial duties as requested by the Pastor, as time allows. This might include preaching when the pastor is on vacation, assisting with worship at a local care center, and light administration work in the general scope of work in the church.

Set Schedule

Sundays (Year Round)

7:00am	Arrival – Final Worship Prep	
7:30am	Meet with worship leaders for review and prayer	
7:30am	Meet with people lined up for Special Music	
8:00am	Worship – lead singing, special music	
10:00am	Choir Warm-Ups – Chancel, Junior, Bell, Chimes, Special Music	
10:30am	Worship – lead singing, special music, directing	
12:00pm	Departure	
	Total Sunday Hours	5

Mondays (Year Round)

1:00pm	Weekly staff meeting	
1:45pm	Weekly worship planning meeting	
3:00pm	End of weekly meetings	
	Total Monday Hours	2

Wednesdays (September – May)

6:00pm	Arrival	
6:45pm	LOGOS Music & Worship	
7:30pm	Choir/Special music practice	
9:30pm	End of practices	
	Total Wednesday Hours.....	3.5

Praise Band (Year Round)

6:30pm	Arrival	
7:00pm	Praise Band Practice	
9:00pm	End of practice	2.5

Total Weekly Hours (5+2+3.5+2.5)13

Flexible Schedule

Music – Selecting songs for worship, maintaining database, Easy Worship.....	3
Music – Selecting songs for praise band, maintaining data base, Easy Worship	3
Music – Preparing music and communicating with choirs and praise band.....	3
Music – Coordinating special music – solos, ensembles, choirs, videos – two months out.....	4
Worship – Coordinating worship presentation slides and videos	3
Worship – Coordinating worship drama ministry and practices	3
Worship – Researching and resourcing worship methods and programs	3
Worship – Coordinating lay involvement in worship.....	3
Worship – Coordinating banners, decorations, flowers and appearance of worship spaces	2
Total Weekly Hours	27 hours

Total Overall Hours40 hours