

# Worship Leader Job Description

## Position

- Enlisted by the Personnel Committee
- Accountable to the Pastors

## Principle Function

- The worship leader will organize and lead the music ministry of the church and assist the pastors in planning and leading the worship services.

## Minimum Qualifications

- Humility and Christ-like character
- A sense of God's call to Christian ministry
- Good leadership skills and organized
- Experience in leading corporate worship

## Responsibilities

- Oversee and lead the entire music ministry of the church
- Serve the church family in encountering God and expressing praise to God through song
- Work with the pastors in choosing songs for worship services
- Learn, practice, and teach songs suggested by the pastors
- Keep track of copyright license requirements
- Oversee any special musical events
- Recruit and train new members for the music ministry
- Maintain musical instruments and arrange for tuning and upkeep
- Communicate with and build relationships with members of the music team
- Maintain, set up, and recruit volunteers to run the sound system and presentation software for every regular church service
- Create and Edit presentations to use during regular church services
- Provide music and sound system services for weddings and funerals if needed
- Recommend and manage the music ministry budget
- Be personable and accessible to all members and guests
- Accept additional responsibilities assigned by the Pastors
- Responsible for ensuring the music team or guest music leader is prepared to lead on Sundays the Worship Leader plans to miss

## Hours

- It is estimated that the worship leader will spend about 10-12 hours per week (on average) fulfilling these responsibilities.
- The worship leader will set their own schedule to best plan and lead the music of the church. The worship leader is expected to be at church prior to each service in plenty of time to make sure instruments and sound system are turned on and ready.
- 2 Paid Sundays are allowed off per year. If more than 2 Sundays are needed, they would not be paid for those extra Sundays off.