



LOVE GOD. BUILD THE HOME. CHANGE THE WORLD.

## POSITION DESCRIPTION: DIRECTOR OF WORSHIP AND MUSIC

### POSITION OVERVIEW

The Director of Worship and Music, in concert with the pastoral leadership, is responsible to develop and maintain a vibrant, healthy worship life at St. Paul's Lutheran Church (SPL). This employee will have the responsibility to participate in the vision and design for worship, including order of service and music selection. This employee shall also supervise the music and worship staff and volunteers who participate in worship functions. Other duties pertaining to the ministry may be assigned as necessary.

### ACCOUNTABILITY

This position reports to the Senior Pastor with responsibility to the Board of Elders.

### QUALIFICATIONS

The Director of Worship and Music will:

- Have a personal relationship with Jesus Christ as Lord and Savior and a desire to serve, and demonstrate an attitude of genuine caring for God's people.
- Perform all duties in accord with the vision and mission of SPL in collaboration with the pastors and leadership team.
- Possess and demonstrate an understanding of and sensitivity to Lutheran theology and doctrine.
- Demonstrate strong organizational skills and the ability to lead and mentor others (especially within a worship and team setting).
- Possess experience and demonstrate comfort in both traditional and contemporary worship styles.
- Possess training, skill, and experience in both the choral and instrumental aspects of worship.
- Have comfort and experience with Microsoft Office applications (Outlook, Word, Excel), media editing/player programs, Planning Center Services, ProPresenter, and other position related software; willingness to learn Church Community Builder and other ministry related tools.
- Have a willingness to become a member of SPL.

### RESPONSIBILITIES

In accord with the vision and mission of St. Paul's Lutheran Church, the Director of Worship and Music will:

- Oversee all regular worship services and work creatively alongside other ministries in relation to events, to create and provide worship opportunities.
- Develop the congregation's passion for "in spirit and in truth" worship, both in the corporate setting and in individual or family settings.
- Supervise other paid and volunteer musicians and worship-related staff and groups, maintaining responsibility for the focus and quality of all worship experiences.
- Coordinate and lead the Worship Planning Team, collaborating with the Senior Pastor and other team members to discuss and creatively plan yearly worship themes and service elements.
- Recruit, develop, empower and care for musicians and other volunteers in the area of worship; provide growth and training experiences for leaders as appropriate.
- Develop and oversee the choir, preparing to serve and support worship in both settings.
- Work alongside leaders of Lutheran School Association, St. Paul's Early Learning Center, Children's Ministry, and Youth Ministry to develop future worship lovers and leaders.
- Develop and maintain relationships with local music and worship resources, including Millikin University, local schools, and community music organizations.
- Develop and responsibly manage the annual budget required to support the Worship Ministry