

EAST LAKE ROAD ALLIANCE CHURCH

Worship Director

Job Description

HOURS: Approximately 8 -12 hours a week as determined by the board and the candidate.

QUALIFICATIONS:

1. Have a personal relationship with Jesus Christ.
2. Preferably be a member in good standing. If not currently a member, be willing to join ELRAC in membership.
3. Have strong vocal/musicianship skills and be comfortable in the leadership role of a worship service.
4. Be able to inspire, instruct and develop skills of present and potential musical groups. Ability to identify and equip others in the musical worship ministry.
5. Have strong knowledge of contemporary, traditional and Christian music.
6. Preferred, to have a bachelor's degree with a major/emphasis in music or equivalent experience as a music leader. Able to articulate a call of God on their life to serve the body of Christ in worship.
7. Able to work in and with a team approach to ministry, (multi-staff/directors).

PURPOSE OF POSITION:

To provide an atmosphere conducive to worship during services through music.

RESPONSIBLE TO:

Responsible to the Senior Pastor and under the authority of the Governing Board of East Lake Road Alliance Church.

JOB DUTIES INCLUDE, BUT ARE NOT LIMITED TO:

1. Lead two congregational worship services each Sunday.
2. Arrange and lead practice sessions for Sunday services as well as special services.
3. Coordinate with Senior Pastor, make song choices for services with input from musicians when necessary.
4. Organize musician schedule.
5. Schedule worship team members for all services.
6. Plan special music and help musician/singer with practice if necessary.
7. Introduce new music to musicians, singers and congregation as needed.
8. Assemble sheet music following the order of service for musicians and singers.
9. Plan special services (i.e. Christmas Eve, baptism).
10. Manage CCLI website (record church music usage and manage Song Select).
11. Coordinate with sound booth personnel. Preferred knowledge in sound to help in training.
12. Order worship supplies.
13. Manage music library.
14. Create and effectively manage the ministry's budget.
15. Encourage prayerful attitude to ensure worship team is spiritually ready for worship services through prayer and devotions.

OTHER GENERAL EXPECTATIONS INCLUDE:

- Should always exhibit professionalism, demonstrated by: a well-groomed appearance, conscientious work ethic, be willing and able to work at a fast pace within a variety of settings and circumstances, with composure and flexibility.
- Should be ever conscious of the need for confidentiality.
- Should exercise discernment and wise judgment.
- Should be a person who gives extreme attention to details with an eye for excellence.
- Should be a self-starter, good at multi-tasking and prioritizing projects.
- Endorse and support the local church and her mission as well as the ministries of the worldwide work of the C&MA. If not presently licensed with C&MA – willing to obtain license if the position expands to ¾ to full-time.