

Responsibilities:

- **Visioning:** In cooperation with the Lead Pastor establish and promote Bethel’s vision & values for corporate worship
 - Meet regularly with worship leaders for prayer, conversation and direction-setting
 - In collaboration with pastors and Shepherding Elders, provide leadership and direction for Bethel’s corporate celebration of the sacraments
 - Collaborate with Pastors, Director of Children’s Ministries and Director of Youth Ministries to foster meaningful intergenerational & family worship
 - Create an “expectations” document for all worship ministry personnel

- **Volunteer Management:** Encourage, empower and equip worship ministry volunteers to fulfill ministry purposes & serve Bethel through worship
 - Support, train, mentor, and seek out potential volunteers for all worship-related positions
 - Promote and foster leadership/skill development for ministry servants
 - Provide ongoing support, guidance and feedback to worship leaders and service planners

- **Planning:** Oversee weekly worship service planning in collaboration with pastors & worship leadership
 - Meet with pastors to plan future message/worship series
 - Explore and implement creative elements for worship - including music, scripture, prayer, testimony, video, drama, dance and other creative arts
 - Plan and organize creative worship expressions for the seasons of the Christian year (i.e. Advent/Christmas, Lent/Easter, Ascension, Pentecost, Thanksgiving, etc.)
 - Communicate necessary information/details to worship leaders, sound & media teams, prayers of the people team & service hosts, equipping them for effective leadership
 - Contact and schedule guest worship leaders
 - Manage requests for Sunday morning ministry announcements
 - Give leadership to the bands who play for Sunday worship, and lead a team regularly modelling effective leadership, song selection, band dynamics, musical expectations, etc.
 - Organize worship for congregational meetings, and other meetings as required
 - Organize stage and sanctuary seasonal décor with design volunteers
 - Prepare and distribute worship schedules to all ministry servants
 - Oversee preparation for communion services
 - Partner with youth ministry to develop a youth worship team, which would include mentorship, training and leading as needed

- **Qualifications:**
 - Wholeheartedly affirms the core beliefs of the Christian faith and humbly submits to the authority of the Bible as God’s divinely inspired Word and the rule for our lives.
 - Emotionally healthy, spiritually mature and practices the spiritual disciplines
 - Musically gifted
 - Theologically grounded
 - Has the spiritual gifts of creativity, administration, serving
 - Strong communication, presentation, written, and interpersonal skills
 - Competent computer skills (organizational and administrative)
 - Well-versed in audio and visual components for in-person and online worship



Director of Worship Ministries .6 FTE

- Joy and enthusiasm in serving
- An encourager and motivator
- Displays discernment, wisdom and discretion
- Able to encourage, recruit and network; manage time, oversee a budget and finances well; communicate effectively both verbally and written; maximize existing and search out new resources for effective ministry
- Ideally a proven track-record as effective leader; stability in life and vocation
- Must be willing to become a member of Bethel Community Church

Time Commitment: 24 hours per week

Reporting: Directly to Lead Pastor