



PASTOR/DIRECTOR OF WORSHIP

Pinewood Presbyterian Church of the North Florida Presbytery

www.pinewoodpca.org

198 Knight Boxx Road Middleburg, FL 32003

email: jd.funyak@pinewoodpca.org

MINISTRY POSITION & DESCRIPTION

Pinewood PCA is a growing gospel-centered church in the Jacksonville, FL area. Pinewood uses a wide variety of musical styles and instruments in its three weekend services. These styles reflect our historical and reformed roots as well as seek to engage the culture. We are looking for a leader who can invigorate this ministry with musical excellence, creative energy, thoughtful organization, and gospel focus.

GENERAL DESCRIPTION

- For the glory of God, to pursue excellence in designing, creating and implementing all aspects of a biblical, gospel-focused, Christ-centered worship service. Capable of relating to and embracing different styles of music and singing. Capable of leading and directing the Praise Teams in the contemporary worship services and the Worship Choir in the traditional worship service. Assisting in the planning and leading of all weekly and special worship services and providing support for all other ministries of Pinewood Presbyterian Church
- To create an environment of care, accountability, community and spiritual growth within the worship teams, encouraging them to Love God, Love One Another, Love the Church and Love the World.
- Full-time, salaried position.

ACCOUNTABILITY

- Senior Pastor and Session

MINIMUM QUALIFICATIONS

- Musical training or aptitude and experience in leading and directing musicians and instrumentalists in a variety of worship settings, arrangements and styles as well as leading and directing congregational singing.
- Strong leadership, communication and organizational skills
- Able to recruit, develop, and organize volunteers
- Able to oversee, encourage and manage paid ministry staff
- Able to work in a team or independently
- Able to embrace and communicate the vision, purpose and values of Pinewood Presbyterian Church
- Live as becomes a follower of Jesus Christ who seeks to live out gospel implications.
- Although not necessary, ordination or the ability to be ordained in the Presbyterian Church in America is desirable.

PRIMARY RESPONSIBILITIES

- *Oversight and Administration*
 1. Under the oversight of the Senior Pastor and Session, and in line with our theological beliefs and convictions, prepare the order of worship and choose the music that is sung by the congregation and performed by the choir, orchestra and praise teams at every worship service.
 2. Creatively integrate various elements of worship such as corporate prayers, confessions of faith, responsive readings, dramas and other elements in the worship services in a biblical and meaningful way.
 3. Recruit, audition, evaluate and integrate new participants and volunteers in the Praise Teams, Choir, Orchestra and A/V Team as they are identified and needed as well as determine their role and level of participation.
 4. Develop a system and schedule of special music, anthems and offertories that maximizes the members of the Praise Team, Choir and Orchestra time, resources, gifts and commitments.
 5. Oversee and direct the worship ministries administrative assistant, part-time orchestra director and paid accompanists.
 6. Assist with the musical and worship aspects of other Pinewood ministries as needed.

7. Other duties as assigned.

- *Praise Team Leadership*

1. Lead a weekly practice for the Saturday Evening and Sunday Morning Praise Teams as well as a pre-service rehearsal/warm-up before both the 6:00pm Saturday evening and 11:00am Sunday morning worship services.
2. Direct, exhort and encourage the congregation in the singing of music during the 6:00pm Saturday evening and 11:00am Sunday morning worship services.
3. Creatively integrate and familiarize the congregation with new worship music in addition to familiar choruses, hymns and songs using various instruments and musical styles in the service.

- *Choir & Orchestra Leadership*

1. Lead a weekly practice for the Choir as well as a pre-service rehearsal/warm-up before the 8:30am Sunday morning worship service.
2. Oversee the Part-time Orchestra Director and orchestra.
3. Direct, exhort and encourage the congregation in the singing of music during the 8:30am service.
4. Creatively integrate anthems, cantatas, choral openings and closings as well as congregational responses in the service.

- *Audio/Visual*

1. Oversee and direct the operations of the technical ministry teams (sound, lighting and media presentation)
2. Oversee the administrative assistants in the weekly production of the media presentation and worship bulletins each service.

WORK SCHEDULE

- Approximately 40 - 50 hours per week.
- Weekly Staff Meeting
- Weekly Meeting with Senior Pastor for Worship Service Planning
- Weekly Evening Choir Practice and Sunday Morning Warm-Up
- Weekly Evening Praise Team Practices and Saturday Evening & Sunday Morning Warm-Up
- Weekly lead the Saturday 6:00pm and Sunday Morning 8:30am & 11:00am worship services and seasonal services, (Thanksgiving, Christmas Eve, Maundy Thursday, Good Friday or other services determined by the Session).
- Participate in Worship Ministry Team Meetings
- Additional time as needed for rehearsal, recruitment and fulfillment of the responsibilities of the Pastor/Director of Worship Ministries

COMPENSATION PACKAGE

- As determined by the Session of Pinewood Presbyterian Church a competitive salary and benefits package commensurate with experience will be provided.

OBJECTIVES

- To be determined by Senior Pastor, Session and Worship Ministry Team

To apply, email your Ministerial Data Form (MDF) or Resume and any links to any video, MP3's or websites to:

JD Funiyak, Senior Pastor

jd.funiyak@pinewoodpca.org

198 Knight Boxx Road Middleburg, FL 32068

All applications will be kept in the strictest confidence.

THE PURPOSE AND MISSION OF PINEWOOD PRESBYTERIAN CHURCH

Seeking to glorify God and enjoy Him forever, Pinewood Presbyterian Church desires to fulfill the Great Commandment and the Great Commission by growing mature and equipped followers of Jesus Christ who

Love God, Love One Another, Love the Church and Love the World.