

Identifying Information

Position Title: Pastor of Worship & Congregational Care
Reports to: Sr. Pastor

Date Prepared: Oct. 27, 2014
Prepared by: Bassam Nader
Updated by: Bassam Nader (Nov. 8, 2014)

Department:
Approvals: Sr. Pastor, Personnel Committee, Session

Incumbent Signature:	Date:
Supervisor Signature:	Date:

Position Purpose

This position provides leadership of worship ministries and congregational care ministries

Responsibilities, Supporting Actions & End-Results

WORSHIP

Major Responsibility: Provides leadership of Worship Ministry at Christ Community Church – Carmel

Supporting Actions:

- Meets with the Senior Pastor weekly to design the worship service and ensure the music and singing are in sync with the sermon topic and other elements of the service
- Possesses and enhances practical musical skills to lead worship
- Maintains excellence in the quality of music and worship of CCC-Carmel
- Assists with Thursday evening Prayer & Praise gathering
- Provides oversight over youth worship
- Functions weekly as a lead instrumentalist and/or lead vocalist
- Attends weekly staff meeting and monthly strategic meeting
- Evaluates worship service and communication among staff at weekly staff meetings
- Schedules and leads weekly Worship Team rehearsals on weekday evenings and Sunday mornings
- Schedules and oversees the musicians and sound technicians, as needed
- Uses Planning Center Online weekly
- Creates the worship side of CCC-Carmel’s bulletin and serves as communication advisor to the office manager
- Shepherds CCC-Carmel’s worship teams
- Assists with other events throughout the year: Missions Conference, Prayer & Fasting, Women’s Retreat, and other events called for by church leadership
- Seeks to recruit and utilize new musicians and vocalists as they join CCC-Carmel
- Manages and stewards all of CCC-Carmel’s music and sound equipment, including care, maintenance, repair, and replacement

Preferred (but not required):

- Organize at least one special music per month (solo, ensemble, etc.)
- Directs a seasonal choir on special occasions: Christmas Eve, Good Friday, Easter, etc.

End Results: The Worship Pastor will be an effective leader of musicians and will assist the Senior Pastor in the leading of weekly corporate worship. He will develop spiritually, musically and as a leader. The Worship Pastor will lead in such a way as to be followed with confidence and joy by the Worship Team.

Work Split: 65%

CONGREGATIONAL CARE

Major Responsibility: Serves as team leader for congregational care ministries at Christ Community Church – Carmel

Supporting Actions:

- Implements a process for providing practical assistance to members who are in need, including counseling, referral and outside helps
- Acts as the point man to ensure pastoral care to the congregation, in coordination with the elders and deacons
- Coordinates with the elders, including providing pastoral counseling and/or referral as appropriate
- Makes in-home and hospital visits as needed, in coordination with the elders
- Plays the key role in communication of congregational care needs as appropriate

End Results: The Congregational Care pastor will be an effective leader in promoting and enhancing connection, community, and assimilation amongst members and regular attendees, and will be an effective point man for providing pastoral care, assistance and counseling to members and regular attendees

Work Split: 25%

COMMUNICATION

Major Responsibility: Plays the leadership role in fulfilling the internal and external communication needs of Christ Community Church – Carmel

Supporting Actions:

- Uses social media tools to inform the congregation of current CCC happenings and opportunities
- Maintains a current CCC presence on the website
- Engages those outside of the church through social media
- Shapes message of CCC's vision to empower congregation to live on mission

End Results: Communication within and outside of CCC is carried out effectively using modern communication tools

Work Split: 10%

Dimensions

- ◆ Christ Community Church is a multi-site church with three campuses and over 500 attendees. This position is offered at our Carmel site which averages around 230 attendees and 75+ youth
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Job Qualifications

- Graduate of qualified theological seminary; Masters degree; ordained or ordainable
- Proven instrumental and vocal skills
- Proven leadership of group worship
- Minimum 2 years of related experience preferred
- Excellent people skills
- Exceptional spiritual maturity

Additional Skill Sets

- Growing grasp of gospel truth (bold and broken)
- Passion for God and for people
- Vision and leadership abilities
- Ability to lead, organize, and manage teams
- Adept at communication using advanced e-communication tools and state-of-the-art social media