



Westminster Presbyterian Church

Job Description

Worship Director/Leader

Summary and Primary Function: Responsible for overseeing, developing and coordinating weekly worship and music ministry of the church. Assisting the Sr. Pastor in the formation and planning of the weekly liturgy for worship services. Support pastoral leadership in carrying out the worship and music ministry of the church.

Oversight: The Worship Director/Leader reports to the Sr. Pastor.

Supervises: The Worship Director/Leader will supervise the choir director, worship music team, A/V team, and all worship and music volunteers. The WD/L will cultivate, recruit, and train all volunteer and ministry staff in the area of worship and music.

Special Requirements and Characteristics:

- A Christian with spiritual depth and discernment.
- A self-starter, good at multi-tasking and prioritizing workload.
- Courteous, conscientious, and aware of the need for confidentiality.
- Warm and people-oriented with a willingness to serve.
- Administrative skills with an aptitude for computers and a proficiency with worship related technology.
- Flexibility to meet needs in a fast paced environment.

Primary Duties:

- Select and plan music for Sunday services with review of the pastor.
- Participate in the creative planning of the Sunday and special services with the Pastors
- Research, review, and recommend new music for services that fits our Reformed theological convictions.
- Recruit, equip, motivate, and supervise music team leaders, musicians and technical A/V team.
- Develop musical teams and ensembles for services.
- Maintain a strong prayer base for the music ministry.
- Participate in weekly worship service review and planning sessions.
- Participate in the life and ministry of the church.
- Oversee worship team and volunteer calendar and schedule for weekly services.
- Oversee and coordinate with choir director the weekly worship music schedule and seasonal Cantatas.
- Develop and organize a strategy for coordinating and implementing a youth and children's music programs.

- Perform other duties as assigned by the pastoral staff.

Musical Competencies:

- Passion for leading people in the worship of our Lord.
- Strong musical and vocal skills.
- Excellent public communication and worship leading skills.
- Ability in a wide range of styles including Christian classics (hymns) RUF and contemporary music.
- Multi-generational exposure to songs of the church - past, present, and future.
- Ability to train others as individual and team worship leaders.
- Ability to rehearse and lead a choir.
- Professional quality keyboard and/or guitar player.
- Ability to embrace and adhere to the worship philosophy and the theological convictions of Westminster.
- Arranging and sequencing music.

Additional Qualifications and Skills:

- Computer skills in Word, Excel and PowerPoint
- Experience with technical aspects for worship services: such as, sound boards, video editing, presentation software, etc.
- Willingness to learn.

Ministry Evaluation

- The Worship Director/Leader will report on a day to day basis to the Senior Pastor. Weekly they will have a Worship Liturgy planning meeting. About every 6 weeks the Worship Director/Leader will meet with the pastor to discuss worship vision, goals and performance review. Annually, the pastor will report via the personnel committee to the Session's Strategic Commission on job related performance and goals for the Worship Director/Leader.

Resumes should be submitted to: wade@wpc-bryan.org. Please indicate "Worship and Music Director" in subject line. All inquiries are received by a member of our team and will be treated with strict confidence.