

East Cobb PCA Worship Director

If you are interested in applying for this position, please reach out to Jordan Ross, Executive Director, at jordan@eastcobbpres.org.

Purpose Statement: The Director of Worship exists to minister to the congregation of East Cobb Presbyterian Church by leading them in Gospel-centered, Reformed worship and develop other musicians and servant leaders within the congregation.

Commitment Statement: This position is critical for the spiritual formation of the Church and should be filled by a spiritually mature individual committed to growing in grace and living out their faith before the church.

Accountability statement: This full-time position will combine worship leadership with other ministry responsibilities. At least half of the role will focus on worship leading responsibilities, while the balance will be shaped around the candidate's gifts and the church's needs. This person is directly accountable to the Senior Pastor and should coordinate on a weekly basis to discuss specific plans for the service and other responsibilities.

Requirements:

1. Must have the musical abilities and experience necessary to direct worship including transposing music for various instruments.
2. Knowledge and experience of Planning Center and PowerPoint software.
3. Must fully embrace the doctrinal standards and ministry philosophy of ECPC.
4. Must pass all appropriate background checks.
5. Must possess the people skills to develop relationships with musicians and technical teams.
6. Must possess administrative skills to coordinate volunteers and services.
7. Must maintain biblical deportment appropriate for church leadership.

What will put you ahead:

1. Bachelor of Music in Performance, Worship Leadership or Bachelor of Ministry.
2. Minimum of 5 years of worship leading with strong vocal performance experience.

Primary responsibilities

- Worship Planning:
 - Coordinate with the pastor monthly to align worship themes with the sermon or message.
 - Select appropriate songs and hymns. Ensure song variety is appropriate and not repetitive unless necessary to teach a new song.
 - Oversee preparation of worship service orders in Planning Center including PowerPoint presentations (delegate printing of service bulletin to church secretary).
 - Schedule musicians and vocalists for weekly worship as well as special events through Planning Center software (Christmas, Easter, Good Friday, etc.)
 - Schedule PowerPoint presenters through Planning Center
 - Rehearse with musicians and vocalists weekly to ensure a high standard of musical performance. Give direction to vocalists and musicians as to what parts they should play. Ensure vocalists are warmed up each week before Sunday worship.
 - Provide necessary resources such as song lead sheets and other resources necessary for the worship team. Ensure song sheets follow the order of the song.
 - Develop and track weekly after-action reports for improvements; discuss with the worship team for coaching and improvement opportunities during weekly worship practice.
 - Coordinate and develop a youth ministry worship team.
- Worship Team Leadership:
 - Foster a Christ-centered atmosphere within the worship team.
 - Lead worship during services through vocal or instrumental performance.
 - Coordinate with any other participants in the worship service, such as guest musicians or speakers.

- Offer and solicit suggestions for improving worship experiences within the constraints of the role (i.e. Stay current with worship trends and music resources)
- Hold planning sessions with those on the worship team that are interested in helping to plan worship services.
- Administrative Tasks:
 - Recruit and train volunteer musicians and vocalists.
 - Manage a budget for music and equipment needs.
 - Keep records of music licenses and permissions.
 - Communicate with the Administrative Committee of Session as needed regarding worship-related matters.
 - Train a back-up worship leader or leaders in the event the worship director is unable to be present.

Other responsibilities within the church ministry team to be determined by the giftings of the candidate. Examples of possible roles include Junior High coordinator, Youth ministry assistant, Women's Ministry coordinator, pastoral role, etc.