



JOB DESCRIPTION: WORSHIP DIRECTOR

(Revised August 2021)

A. Overview

The Worship Director will be primarily responsible for developing and facilitating a dynamic, authentic, inspiring and comprehensive praise and worship ministry consistent with the overall mission of the church. Through thoughtful and strategic planning, the Worship Director will be responsible for implementing, coordinating and providing overall direction/leadership for the Sunday morning worship services, drama and multi-media/technology areas of ministry implementing both traditional and contemporary worship styles to include but not limited to music, worship team, adult choir, children's choir, ensembles, drama, multi-media, instrumentals and orchestral ensembles. The director will conduct effective weekly rehearsal in preparation to lead the Sunday worship service and will work with the Senior Pastor to develop an order of worship that supports the weekly sermon. Additionally, this position directs the worship team and adult choir and plans/leads special worship events such as for Holy Week, Advent and special events (ordinations, recognitions, installations, etc.). This part-time position requires a Wednesday evening and Sunday morning schedule.

B. Qualifications

1. The Worship Director shall have a passion for Jesus that is contagious.
2. This person shall be an approachable and outgoing Christian, a member in good standing of an evangelical church, in agreement with the Church Covenant and Statement of Faith and become a member of First Baptist Church North Kansas City.
3. This person shall have a genuine commitment to the gospel ministry and a sense of divine call to worship ministry with experience in leading worship, vocalists and musicians.
4. This person must have the ability to plan, organize, direct and lead the Worship Ministry of a dynamic and growing church while staying current with U.S. trends in worship music and various worship styles.
5. This person shall have a proficiency in both singing, playing piano and/or guitar (preferably both), and/or other musical instruments with the ability to lead a congregation while playing – including the verbal and musical ability to segue between songs and provide musical interludes as appropriate for the uninterrupted flow of worship.
6. This person shall understand and appreciate both traditional and contemporary music and worship styles.
7. This person shall have sufficient skills and demonstrated ability to provide overall direction and leadership in the worship, drama, media/technology, choir, ensemble and instrumental ministries of the church.

8. This person shall demonstrate the ability to recruit, train, empower and lead a team of ministry volunteers, including but not limited to, musicians, vocalists, visual artists, media/technologists, etc.
9. This person shall be teachable and exhibit a spirit of cooperation and teamwork.
10. Bachelors in related field and/or seminary degree preferred.

C. Responsibilities

1. Serve and support the vision, mission and strategic plan of the church.
2. Leadership
 - a. Strategize, create and implement an action plan to develop intentional atmospheres for dynamic and engaging worship services in collaboration with the Senior Pastor.
 - b. Recruit, inspire, train, empower and equip ministry volunteers to support, with spiritual commitment and excellence, the vision of the worship ministry, as well as coordinate ministry volunteer scheduling.
 - (i) Musicians, including guests
 - (ii) Vocalists (soloists, adult and children's choirs, etc.)
 - (iii) Worship arts team (drama, sign language, dance, etc.)
 - (iv) Media/Technology (sound, multi-media, lighting, etc.)
 - (v) Visuals team (décor, seating, paintings, seasonal themes, etc.)
 - c. Lead worship ministry team planning meetings and provide decision-making for selection of music and other media.
 - d. Conduct effective weekly rehearsals in preparation for Sunday worship services to assure that ministry volunteers (musicians, vocalists, media/technology, lighting/sound, etc.) are adequately prepared.
 - e. Provide oversight for the development and involvement of children and youth in the worship ministry (children's choir, special presentations, youth praise team, skits, etc.).
 - f. Plan and implement special events/services to embrace a variety of worship experiences in collaboration with the Senior Pastor, pastoral team, worship arts, visuals team, media/technology, and other worship related volunteers as well as oversee the planning and presentation of musical/dramatic productions/elements for seasons such as Christmas, Easter and/or other special events (ordinations, recognitions, installations, etc.).
 - g. Develop and guide a Worship Ministry Council for planning, collaboration, calendaring and accountability.
3. Communication
 - a. Create an effective informational network to communicate rehearsals, schedules and responsibilities to ministry volunteers.
 - b. Prepare written Order of Service in collaboration with Senior Pastor.
 - c. Prepare written communication/updates regarding Worship Ministry for church family.
4. Finance
 - a. Prepare and administer budget within the established guidelines and in compliance with FBCNKC policies and procedures.
 - b. Coordinate the purchase of music, supplies, materials and equipment needed to equip the ministry.

5. Legal
 - a. Maintain inventory of church music and ensure compliance with copyright laws.
 - b. Secure licensing for media/music and copyrights.
6. The Worship Director shall:
 - a. Be under the direct supervision of and report directly to the Senior Pastor and the Senior Associate Pastor-Education and Administration.
 - b. Assist the Pastoral Team with ministry care.
 - c. Work in close cooperation with leadership teams and other members of the church staff.
 - d. Collaborate with the Pastoral Team in making First Baptist Church North Kansas City a place of engaging, encouraging and Holy Spirit filled worship.

D. Compensation and Benefits

1. Compensation shall be set by the church upon recommendation of the Personnel Committee when a call is extended by the church.
2. Compensation will be an hourly rate, not to exceed 20 hours a week and may be adjusted as needed by Personnel Committee.

E. Additional Duties as Assigned by the Senior Pastor or Senior Associate Pastor-Education and Administration

- F. Other:** Other policies related to compensation, benefits and termination of services are outlined in the church's Personnel Policy.