

FLORENCE BAPTIST CHURCH

MUSIC AND WORSHIP PASTOR

Reports to: Senior Pastor

Principle Function

The Music and Worship Pastor provides spiritual leadership for the church through the gift of music and prayer, sharing the Word of God and news of Jesus Christ through song, multimedia, visual, and non-visual arts to help the church provide a comprehensive worship ministry. The Music and Worship Pastor works with adult volunteers to accomplish the goals and objectives of the church, glorify God, and make disciples.

Qualifications for the Position

- A born-again believer who acknowledges Jesus Christ as Lord and Savior and has an ongoing personal relationship with Him.
- Maintains a consistent prayer life including a daily quiet time.
- Trained musically (college and/or seminary degree with ordination and experience preferred).
- Possess administrative skills necessary to perform duties including interpersonal skills to interact with adults, students, and children of all ages in the congregation.
- Gifted in communication, vocal, and instrumental aspects of music- including the ability to lead on either piano or guitar.
- Leadership skills with a teachable spirit to grow as both a person and leader.
- Self-motivated, team player who works alongside fellow staff to strengthen all areas of the church's ministry. Collaborates with others in planning and decision-making.

Physical Requirements:

Medium to heavy lifting at times.

Principle Duties and Responsibilities

The following duties and responsibilities may be accomplished directly or through volunteers working as individuals or small groups:

- Recruiting, training, organizing, and overseeing volunteers
- Efficient accomplishment of multiple tasks to align with the goal of making disciples.
- Possess a flexible, "can do" spirit to tackle duties that may not be part of the normal job description.

Pastoral Responsibilities

- Provides pastoral ministry to the church as a minister who shares the Gospel of Jesus Christ, leads in the glorification of God, and makes disciples.
- Serves as pastor and performs duties especially to those involved in the Music Ministry and others in the congregation (i.e., hospital visits, phone calls, visits).
- Serves under the direct supervision of the Senior Pastor and works in cooperation with the entire church staff.

- Meets regularly with the Senior Pastor and staff to discuss service themes or other elements to be included in worship services.
- Coordinates the Music Ministry with the church calendar and emphases.
- Available to counsel, arrange, provide music, and attend special meetings, ministries, and other church-related activities (i.e., funerals and weddings) in cooperation with appropriate individuals and groups.

Musical Responsibilities

- Coordinates, plans, and provides leadership in worship arts for the worship of the church, as scheduled, and oversees all worship ministry volunteers.
- Fosters a community of cooperation and excellence in all aspects of the Worship Ministry.
- Collaborates with volunteers, committees, and worship teams on a weekly basis and additionally for special events.
- Selects, arranges, and prepares songs, scripture, call to worship, prayers, and relevant worship arts for choirs and worship teams (band and vocalists) on a weekly basis.
- Proficient in directing and conducting choir, orchestra, praise band, and congregational songs.
- Coordinates training and use of instrumentalists and vocalists in groups or individuals, as necessary.
- Prepares all materials for the choir, worship team, and instrumentalists, including sheet music, practice CDs, and digital files, as necessary.
- Proficient in or willing to learn to use all audio and video equipment used for worship while incorporating any new technology which may be added.
- Practices regularly with adult choir, handbell choir, youth and children's ministries, worship team/band, and vocalists.
- Coordinates the performance schedules of music groups and individuals.
- Collaborates with volunteers for set-up of all equipment for rehearsals and worship. Any large-scale production may involve long-term planning sessions to coordinate resources while creating a mutual vision for the production or service.
- Collaborates with sound technicians as needed.

Administrative Responsibilities

- Works with worship volunteers to determine music ministry goals, organization, leadership, facilities, finances, and administrative processes.
- Participates in preparation of the church's annual budget relative to expenditures involved in areas of ministry under the Worship Pastor's supervision to ensure expenditures are kept within the defined/accepted budget.
- Balances regular office responsibilities with the congregational ministry of the church.
- Organizes and maintains choir robes.
- Supervises the maintenance of the music library, materials, supplies, and musical instruments.
- Performs other duties as assigned by the Senior Pastor.