



Job Description

Position Title: Director of Worship and Music Ministries

Reports to: Senior Pastor

Position Overview: The Worship Director is the spiritual and organizational leader, under the direction of the Senior Pastor, responsible for the provision of corporate worship and Sunday worship communication and culture.

Requirements: The Worship Director should be fully devoted to God and to the church of Jesus Christ and be committed to expressing that devotion through heart-felt worship consistent with the CCPC statement of faith. The Worship Director will:

- Possess strong administration and organization skills with the ability and enthusiasm to identify, encourage, and recruit volunteers to grow an extensive, varied music ministry for all ages.
- Have a Bachelor Degree with a minimum of minor in music or equivalent focus on worship, music ministry and/or choral or vocal music. Additional training in piano, guitar or other musical instruments desired.
- Have a minimum of 5 years of church related experience planning and leading worship and directing musical groups with exposure and knowledge of a variety of music types, including contemporary Christian music and traditional Christian music.

Responsibilities: The Worship Director, with the Senior Pastor, will design and plan inspiring and diverse worship services. *(Currently weekly services include 8:00 Chapel, 9:30/11:00 Sanctuary, and 5:00 Casual/Contemporary. Current special services include Ash Wednesday, Maundy Thursday, Good Friday, Easter Sunrise, and many Christmas Eve.)*

- Engage the congregation in the work of worship.
- Select service music, responsive reading/prayers, and other creative and visionary methods of devotion that support and enhance the message of the day.
- Coordinate all participation in worship including ushers, readers, mission reports, soloists, music groups, children's activities, communion, A/V leadership etc and support recruitment as needed.
- Oversee bulletin preparation by the Communications Director.

Manage all music ministries at CCPC, including those led by paid staff and volunteers. *(Current Ministries include: Chancel Choir, Youth Choir, His Kids (children's) Choirs, Church Orchestra, Drive- In Service teams, Worship Team (Contemporary Praise), Handbell Choirs, Organists, CCCA Chapel service and CCCA choir(s).)*

- Direct, assist, support and nurture music ministry leaders and staff vocationally and spiritually.
- Arrange substitutes as necessary
- Oversee selection of music (arrange and transpose as needed).
- Manage the budget for music and worship ministries.
- Recruit and grow membership of ministries.

Oversee Sunday Worship communication and culture.

- Coordinate and assist ministries to provide a welcoming and positive Sunday Worship environment and experience (e.g. Deacons, greeters, Children's Ministries, etc.)
- With the Communications Director, prioritize and oversee Sunday communications to reinforce CCPC's mission, vision and values and enhance participation in ministry
- Assist the Administrator and Trustees in shaping building facilities and décor to support the above.

Organize church sponsored community events such as Freedom Celebration and Summer Concert Series

Meeting/Committee responsibilities

- Weekly church staff meetings and meetings with Pastor(s)
- Monthly meeting to serve on Worship and Music Committee

Other duties as assigned.