

<b>POSITION DESCRIPTION</b>
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TITLE: **WORSHIP LEADER**  
*Full Time/Exempt/Salaried*

REPORTS TO: **WORSHIP & CREATIVE ARTS PASTOR**

**PURPOSE:**

The Worship Leader serves as a Ministry Staff Member in support of the Worship & Creative Arts Pastor and the Weekend Impact team. The primary responsibility of the Worship Leader is to coordinate & schedule talent, prepare and assist the Worship & Creative Arts Pastor in leading passionate worship services (church-wide), assist in preparation and presentations, as well as, to facilitate and/or support the execution of all Worship and Creative Arts related church activities.

**WORKING RELATIONSHIPS:**

1. Accountability: The Worship Leader is directly accountable to the Worship & Creative Arts Pastor of Christian Life Center. He/she is also accountable for all official and functional procedures and policies of Christian Life Center.
2. Cooperation: The Worship Leader is expected to engage in mutual cooperative actions and relationships with the staff and congregation of the church.
3. Loyalty: The loyalty and support to the Senior Pastor and the rest of the staff is absolutely necessary. On occasion you may not agree with the philosophy or procedure used, but your total support is necessary.

**JOB REQUIREMENTS**

- Spiritual maturity and commitment to a Christian life style
- A bachelor's degree or 3-5 years of experience in a music or performing arts field is required or the equivalent combination of education and experience will be acceptable.
- Ability to anticipate all that could happen in worship service and be well prepared to respond.
- Be able to shepherd and motivate volunteer musicians, actors, artists, and technicians
- Organization, administrative, and leadership skills
- Dependable, responsible, self-motivated and creative
- Ability to lead worship and to mentor and train others as individual and team worship leaders
- Effective interpersonal and communication skills
- Access cultural trends in music, media, and the arts
- Experience with technical aspects of contemporary services (sound boards, lighting, video, etc.) is a plus

**JOB RESPONSIBILITIES:**

- Spiritual maturity and commitment to a Christian lifestyle and to CLC's Passion in Ministry values
- Attends weekly service and is actively involved in serving opportunities at CLC
- Currently, this position includes four major areas of responsibility: *worship leadership, music arranging, weekend/Wednesday service execution, and "heart & art development"- developing volunteers as worshippers and as musicians/vocalists.*

### **1) Worship Leadership**

- Conduct worship team rehearsals and special music rehearsals as needed
- Plan & execute the music portion of the service as scheduled
- Lead & develop Wednesday night “Access” (including music planning, preparation, & week night rehearsal) as needed.
- Work with weekend vocal teams to develop and prepare them for services
- Schedule music ministry groups as needed (including finding replacements for cancellations)
- Facilitate devotional aspects of teams
- Participate in service programming, brainstorming creative elements, ministry team meetings, and other Weekend Impact meetings
- Schedule worship musicians, vocalists, and worship leaders for multi-site locations as needed.

### **2) Arranging and Orchestration**

- Arrange charts for praise band (specific lead, brass, keys, cello charts etc. as needed)
- Arrange and/or record music for special music presentations (practice CD’s, lead sheets, specific charts, rehearsal or click tracks, loops, etc.) as needed
- Arrange worship team and choral parts (SATB) as needed

### **3) Development**

- Assist with talent identification, auditions, and placement
- Assist with talent coaching as needed (one-on-one rehearsals, etc.)
- Develop new music enhancement ideas (call to worship, offertory, special music, etc.)
- Develop & grow volunteers spiritually and relationally through small groups, special events, etc.