



JAMESNORTH.CHURCH

## James North Baptist Church Job Description

### WORSHIP MINISTRY DIRECTOR

James North Baptist Church (JNBC) is a vibrant, multi-ethnic church located in the North End of Hamilton. Our mission is to “join God as His Spirit builds Christ’s kingdom in our lives, neighbourhoods, and city.”

#### **Qualifications:**

The ideal candidate will have completed, or nearly completed, a Bible College program or other applicable program, and has demonstrated experience in ministry leadership.

#### **Time Allocation: Part-Time** (10-15 hours per week)

- Ministry Administration: 65%
- Leadership Development: 30%
- Vision & Growth: 5%

#### **Scope:**

The Worship Ministry Director will oversee the music and audio/video tech ministry of our church gatherings, including:

- 1) The Worship Director will have responsibility for building, maintaining, and scheduling the volunteer teams of vocalists, musicians, and technical personnel.
- 2) The Worship Director will meet with the pastoral staff to evaluate completed services and plan upcoming themes.
- 3) The Worship Director will oversee the selection of music, scripture reading, specials (music, drama, video, etc.) based on the themes determined by the pastoral staff.
- 4) The Worship Director will work on projects, assignments and ministry opportunities assigned by either the Lead Pastor or the Board of Elders.

#### **Responsibilities:**

- **Lead:**
  - Build worship teams (vocalists, musicians, and audio/video technicians)
  - Create schedule for worship teams
  - Arrange auditions for those interested in joining worship team (auditions need to be reasonable, not too cumbersome)
  - Schedule and lead rehearsals as necessary
  - Recruit, train, and coordinate team leaders
- **Plan:**
  - Meet with pastoral staff regularly for service evaluation and theme planning

- Build weekly service schedule according to planned themes
- Attend regular church staff meetings and other church-wide services and functions
- Investigate and plan special music, drama, and/or videos for services
- Responsible for the creation of the weekly projection schedule (i.e. Easyworship)
- Responsible for the acquisition and maintenance of instruments and equipment used for the purpose of a typical Sunday morning service.
- **Execute:**
  - Facilitate Sunday services and special services (Christmas, Easter, etc.)
- **Vision / Growth:**
  - Research new song choices as appropriate
  - Prepare and manage budget for ministry areas

**Personal:**

- a. Maintain a growing spiritual life characterized by personal Bible Study, prayer, worship and fellowship.
- b. Possess a passionate heart for Christ and ministry.
- c. Maintain a healthy personal, family, and social life.
- d. Be passionate to serve families and the community to demonstrate Christ's character and characteristics.

**Requirements and Qualifications:**

The Worship Director will give evidence of:

- a. A maturing Christian life, including the manifestation of godly character, personal spiritual disciplines and committed service.
- b. Proven musical leadership ability
- c. Supports the By-laws and Statement of Faith of James North Baptist Church.
- d. The candidate must be a member of, or be willing to become a member of, James North Baptist Church.
- e. Proven ability to work in a team environment and support ministry staff.
- f. Self-discipline and ability to work with a minimum of supervision.