

## **Contemporary Worship Director**

Grace United Methodist Church  
North Augusta, SC

### **Position**

Contemporary Worship Director

### **Purpose**

To develop, plan, and direct Contemporary Worship for Grace United Methodist Church (Grace), working in conjunction and under the direction of the Senior Pastor. Contemporary Worship (currently called LifeSong) shall foster the mission of Grace UMC, which is “To Know Christ and Make His Love Known” (i.e. to make and grow disciples of Jesus Christ). Important facets of Christian discipleship that are particularly applicable to Contemporary Worship are worship (Exodus 34:14, John 4:23-24), prayer (Philippians 4:6-7, 1 Thessalonians 5:16-18), praise (Psalm 150, Hebrew 13:15), thanksgiving (Psalm 100, Luke 17:15-17), presentation of the Gospel (Luke 4:18, Mark 16:15), transformation in Christ (Romans 12:2, Galatians 5:22-23), and service (Ephesians 2:10, James 2:17).

### **Position Status**

This is a part time position anticipated to require 15 to 19 hours per week. The hours are primarily associated with Worship Team rehearsals in the evening during the week; building the media; the Contemporary Worship Service (CWS) on Sundays; and needed planning for these activities. This position makes extensive use of youth and adult volunteers. A laptop is provided for this position to support the CWS. Additionally the volunteer office with its desktop computer and phone in the Asbury building will be available for this position.

### **Qualifications**

- Must be a Christian committed to serving Jesus Christ
- Must have a musical education, background, and/or experience.
- Must be highly organized and self-directed, requiring little supervision.
- Must pass a background check (Grace Safe Sanctuary Policy).
- Must be able to accommodate a work schedule that includes a couple of evening during the week and Sunday morning.
- Must be proficient in all levels of communication including in person, by phone, newsletter, emails, and social media.
- Can lead and organize worship services (previous experience preferable).
- Can become proficient with computer use, including the use of Planning Center (a communications and scheduling software), Pro-Presenter (a media presentation software), and ACS.
- Can work with people of all ages and backgrounds to meet the needs of Contemporary Worship (previous experience preferable).

### **Essential Job Duties**

- To work with the Sr. Pastor (or Preaching Pastor) in visioning and implementing CWS at Lifesong centered around the theme of the day.
- Ensure that CWS fosters the mission of Grace and promotes Christian Discipleship (i.e. growth in Jesus Christ) by providing opportunities for worship, prayer, praise, thanksgiving, presentation of the Gospel, transformation in Christ, and service.
- Ensure that CWS is consistent with the theology and doctrines of the UMC.

### **Contemporary Worship Director**

- Provide opportunities for the Worship Team to develop relationships, disciple each other, and foster growth in Jesus Christ.
- Plan and direct the music portion of the CWS.
- Build the media (slides and/or presentations) required for the CWS.
- Plan and organize weekly practice for the CWS.
- Provide professional guidance to the musicians and support staff/volunteers for the CWS.
- In conjunction with the Lead Audiovisual Technician set up the necessary audio equipment for the CWS.
- Provide input to the Director of Music Ministries for the music ministry portion of combined/blended services under the direction of the Senior Pastor.
- Seek ways to engage the Worship Team with other ministries of Grace and outside Grace as a witness for Jesus Christ.
- Ensure that the Grace Safe Sanctuary Policy is followed in association with all youth volunteers.

### **Cooperative Job Duties**

- Reports and Communicates to the Senior Pastor (Direct Supervisor) on a weekly basis concerning upcoming services.
- Works in conjunction with the LifeSong Committee, Worship Team (musicians, vocalists, Lead Audiovisual Technician, and audiovisual operators), and other staff members to fulfill the purpose and essential job duties of the position.
- In conjunction with the Lead Audiovisual Technician set up the necessary audio equipment for the CWS. The Lead Audiovisual Technician is responsible for obtaining volunteer audiovisual operators as needed for the CWS.
- Identifies, recruits, trains, and motivates both adult and youth volunteers to support the Contemporary Worship service. This includes development of the necessary training for volunteers that addresses roles, expectations, acceptable behaviors, and precautions for volunteers.
- Works with the Associate Pastor to identify visitors and non-members who attend the Contemporary Worship service for possible assimilation into Grace and inactive members so that they can be encouraged to participate.
- Works with the Youth Director for use of the Youth Praise Band in LifeSong services.
- Works with Treasurer, Finance committee, and Financial Secretary to develop, submit, manage, and balance annual CWS budget.
- Plans for current equipment maintenance and future equipment needs with the Lead Audiovisual Technician, Grace Administrator, and Trustees. The Trustees are responsible for the audiovisual equipment within the Wesley Center.
- Attendance at weekly Staff Meetings is not required however necessary communications with staff members and pastor to fulfill the purpose and essential job duties of the position are required.
- Always maintain a professional, cooperative, friendly and helpful spirit as we work together with staff, volunteers and worshipers to implement the service.