

Outline for Worship & Creative Arts Pastor Job Description

Reports To: Lead Pastor

Direct Reports: Worship Ministry volunteers

Last Updated: September 2019

AREAS OF OVERSIGHT & RESPONSIBILITIES

Sunday Morning

- Leading worship
- Review worship arts involvement for process and personnel improvement
- Create an atmosphere to facilitate worship
- Joint planning & coordination (with Lead Pastor)

Worship Team Management

- Recruitment / on boarding and development of new volunteers
- Dispute resolution
- Communicating the heart of the elders/staff positively
- Manage team rosters (number of teams and constituents)
- Document worship arts guidelines
- Discipline (in cooperation with the pastor and board)

Training/Discipleship/Mentorship/Leadership

- Pastoral duties (preaching, visitation, counselling, weddings, funerals, etc.)
- Passing on a passion for God
- Developing of arts leaders & members with a strong emphasis on our youth
- Blaze a trail for the team by example
- Translating feedback into process and personnel improvement
- Engage teams in meaningful training opportunities
- Create a culture of community within the volunteers that serve in the ministry

Fostering Arts Environment

- Developing a collaborative worship design team

- Oversight for choir
- Fostering a drama ministry
- Research & evaluation of current trends in worship arts
- Fostering other worship arts expansion (i.e. visual arts, literature, poetry etc.)

Logistics

- Organizing & leading meetings
- Worship arts budget development
- Implement & maintain arts tools
- Legal compliance management (Plan To Protect, CCLI, Copyright)
- Equipment lifecycle management
- Attend & participate at church staff meetings & event
- Scheduling & coordination of arts resources
- Facilitate the Deaf ministry as needed

Community Engagement/Outreach

- Major special events such as Christmas, Easter & others
- Implementation (Tactical)
- Planning (Strategically - with input from Lead Pastor)
- Review events for process improvement

PERSONAL ATTRIBUTES & QUALITIES

- Leader
- Supporter/Encourager
- Passionate heart for God
- Positive attitude
- Administrator
- Communicator
- Integrity

EDUCATION

<u>Area</u>	<u>Minimum Required</u>	<u>Preferred</u>
Musical	<ul style="list-style-type: none"> ● Proficiency at piano/guitar; singer 	<ul style="list-style-type: none"> ● Accomplished vocalist; multiple instrumentalist; orchestration/composition
Scriptural	<ul style="list-style-type: none"> ● Demonstrated advanced biblical knowledge 	<ul style="list-style-type: none"> ● Trinity/AUC etc (Alliance College or affiliate)
Academic	<ul style="list-style-type: none"> ● College diploma 	<ul style="list-style-type: none"> ● Bachelor Degree
Arts	<ul style="list-style-type: none"> ● Demonstrated skills for the arts 	<ul style="list-style-type: none"> ● Minor in Drama/Art or related

Technical
(sound etc)

- Demonstrated understanding of audio/visual tech

- Related courses/certificate

Alliance
Affiliation

- Some Evangelical church affiliation
- Willing to get Alliance Accreditation

- Christian and Missionary Alliance of Canada accreditation