

**Position Title:** **Director of Worship**

**Reports To:** Lead Pastor

**Supervises:** Key Volunteers including Musicians

**Status:** Part Time, Salaried, Exempt

**Position Overview:** In alignment with Fuller's mission and vision, the Director of Worship gives leadership to and plans worship services in consultation with the Lead Pastor, oversees weekly and special worship services, develops leaders in worship ministries, and directs the worship choir(s).

### **Key Tasks and Responsibilities:**

1. Worship Responsibilities:
  - a. Implements Gather Values and Strategies found in Fuller's Vision
  - b. Consults regularly with the Lead Pastor to help plan worship services and provide input, especially in the areas of music and worship arts.
  - c. Selects music and coordinates and recruits singers and musicians to lead in congregational singing.
  - d. Directs the adult choir and assists youth choirs as needed.
  - e. Selects music for the adult choir and any ensembles that participate in worship and determines the instrument(s) to be used as accompaniment.
  - f. Works closely with the Administrative Assistant in providing material for the printed liturgy.
  - g. Develops leaders in worship ministries; including: worship planning, worship leadership, creative arts, and technology.
  - h. Pursues community engagement opportunities related to music and worship.
  - i. Participates in seminars and workshops that enhance professional effectiveness.
  - j. Other duties that are reasonably related to this position.

### **Skills and Attributes:**

1. General Skills and Attributes:
  - a. Must demonstrate a firm faith commitment, and live a life that represents a love for Christ and His church.
  - b. Must promote the mission and vision of Fuller Avenue CRC – *We exist to help people take their next step into a life-changing relationship with Jesus Christ.*
  - c. Must be a highly skilled organizer, a team builder, a creative thinker, and a self-starter capable of working independently while connecting programs and efforts with Fuller's mission.
  - d. Must be able to work cooperatively with and maintain healthy relationships with and among volunteers who manage and assist in various capacities
  - e. Must have strong communication and organizational skills both in person and via phone and email
  - f. Must be willing to go beyond specific job description activities if/when an unexpected need arises

2. Worship Skills and Attributes:

- a. Must understand the principles of Reformed worship and the appropriate use of music in it.
- b. Must have strong instrumental ability on piano or guitar.
- c. Must have strong vocal ability
- d. Must have strong ability with worship planning and presenting software
- e. Must have strong ability with both audio and video technology

**Terms of Employment:**

This is a part-time, salaried, exempt position (approximately 15-20 hours per week).

Though not required, ordination to this position is negotiable.

Terms of employment are reviewed annually by the Administration Committee in consultation with the Personnel Committee and the Council.

If changes are required, the Administration Committee will consult with the Council.

**Physical Demands:**

*The physical demands described here are representative of those that must be met to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The position requires the ability to stand or sit for protracted periods. The incumbent is frequently required to talk, write and listen to group conversations. The incumbent must have a valid driver's license. The job requires the sensory skill, physical coordination and muscle memory needed to perform on the piano and organ, or guitar. The position requires the incumbent to meet multiple demands from several people and to interact with the public, church members and attenders, and church staff. The incumbent may be required to lift objects weighing up to 35 pounds.