A close up of a logo

Description automatically generatedDIRECTOR OF WORSHIP & MINISTRIES (Full Time)  
Second Christian Reformed Church  
Grand Haven, Michigan

**Second CRC’s Vision**

HEARTS BROKEN…in full surrender to Christ. A committed community of mutual trust and unconditional acceptance where people can share their brokenness and experience the healing grace of God.

HEARTS FULL…of the love of Christ. Joyful celebration and use of our talents in transforming worship and authentic community.

HEARTS OPEN…to following Christ. An eager willingness to step out in faith, obedience to the mission of Christ in this world.

**Adult Ministries**

1. Implement Vision & Strategy – in collaboration with the Adult Ministries team, provide key leadership to implement a faith formation strategy for adults of all ages through:
   1. Encouraging and instilling a vision of faith formation shaped by the values of the “Hearts broken; Hearts full; Hearts open” vision of Second CRC; collaborate with church staff and leaders to incorporate these values across the spectrum of Second’s ministries.
   2. Develop goals, outcomes, and milestones for faith formation for adults of all ages that intentionally move people to the next steps of following Jesus. Collaborate with the directors of Children’s Ministry and Youth Ministry to develop an overarching, cradle-to-grave faith formation strategy.
   3. Recruit and disciple ministry leaders who can thus disciple others well; equip, train, and empower ministry leaders – providing learning and growth opportunities; assist leaders in forming schedules, healthy communication patterns, and other administrative details.
   4. Provide leadership oversight for ministries designed for spiritual formation of adults in the congregation, with the support of the Adult Ministries Committee.
2. Coordinate
   1. Oversee the calendar, curriculum, and leadership of Second’s small group ministry, “The Lab.”
   2. With the Children’s Ministry and Youth Ministry directors, coordinate intergenerational events and the yearly faith formation calendar.

**Outreach**

1. Implement Vision & Strategy – in collaboration with the Outreach Committee, provide leadership to implement a partnership strategy in local and global mission through:
   1. Identifying, training, leading, and mobilizing members of Second Church to love and serve the Tri-Cities area through local evangelism and acts of mercy and justice.
   2. Working with local and denominational agencies to keep the congregation educated and involved in the work of local and global ministries
   3. Facilitating Second’s engagement to develop a life-long calling of mission, nurturing and growing our missional hearts by developing events and education opportunities; recruiting and meeting with members to help them find an area of personal mission focus (locally, nationally, and/or internationally); evaluating volunteer experience with ministry partners; regularly interacting with and evaluating existing partnerships with ministry partner organizations.
   4. Mobilizing our deacons by providing training, suggesting opportunities, and connecting them to our outreach efforts – especially locally.
2. Coordinate
   1. With the deacons – distribute benevolence, mission budgeted funds and approved Faith Formation Funds where appropriate, to support local and global mission efforts based on need and according to strategy developed.
   2. Help educate and equip Second’s members to love our neighbors well: identifying needs and matters of justice within our community and helping to meet them.
   3. Plan and implement a calendar for short and long-term local and global mission opportunities and events.
   4. Provide regular clear written and verbal communications to encourage Second to live lives of distinctive Christian mercy and justice.

**Worship**

1. Implement vision and strategy
   1. Along with the Pastor and the Worship Ministry Team, creatively develop and execute Second’s vision for worship.
   2. Serve as a central voice for a robust theology and biblical practice of worship, educating and helping our congregation understand the “why” behind worship.
   3. Identify and mentor worship leaders and musicians in the church, developing spiritual as well as performative gifts.
   4. Communicate with other ministries (children’s, youth group, Friendship, etc.) to increase accessibility of worship and connect various ministries in vision.
2. Coordinate
   1. Lead the Praise Team in rehearsals and services at least three times a month.
   2. Assist the Pastor and Worship Committee in planning worship services.
   3. Coordinate with ensemble leaders to schedule meaningful participation in worship throughout the year.
   4. Schedule and oversee sound and video tech
   5. Maintain licenses, powerpoint, music organization, etc.

**General Responsibilities**

1. Directly accountable to the Pastor, meeting regularly for mentoring and oversight.
2. Assist with other pastoral duties where gifted and as requested by the Pastor.
3. Participate in weekly staff meetings.
4. Maintain a visible presence at worship services and congregational events.
5. Work collaboratively with ministry staff and Council to pursue the vision, mission and values of Second.
6. Set vision, goals, and strategy for all ministry teams under their supervision; develop and oversee ministry budgets.
7. Create promotional and informational materials; use digital/social media to communicate content across all platforms.
8. Contribute your skills, gifts and passions to the mission of God at Second CRC.