

Desert Hills Evangelical Free Church

Director of Worship Music

Date Profile Updated: 19 April 2018	Completed By: Pastor Robb Brunansky
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Position Title: Director of Worship Music	Supervisor: Pastor-Teacher
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This Position Is:	Regular	Full-Time	Part-Time	Hrs/Wk
			XXX	18-20

Position Description:

The director of worship music serves the church by leading congregational worship in song for the building up of the body of Christ to the glory of God.

Responsibilities:

- Prayerfully plan and lead all worship service music, including prayer meetings, special services, and regular services.
- Schedule worship team volunteers for worship services.
- Arrange music for the worship team.
- Research and discover new songs. Discern if those songs are a good fit for Desert Hills (Are they theologically sound? Are they good for congregational worship as opposed to singer-songwriter type songs or solo pieces?).
- Purchase music for new songs or new arrangements if needed.
- Manage the Worship Team budget line to ensure music equipment or team needs are up-to-date.
- Arrange chord charts on Planning Center Online to match corresponding lead sheets/sheet music.
- Add notes to written music for dynamics and instrumental/vocal arrangements.
- Print charts/sheets for the worship groups prior to rehearsal. Ensure that printed music is well-prepared for everybody on the team.
- Lead rehearsals for worship team(s)
- Guide and direct band/vocalists through the arrangements for the planned songs.
- Work with the A/V coordinator to ensure sound and song slides are ready for the services.

Prepare the team for the flow of the service Sunday mornings.
Write up worship song blog post on Tuesday mornings for the office staff to publish to social media sites. Organize a new YouTube playlist each week; publish that playlist to the blog post.

Job Requirements and Guidelines:

Must be a man of godly character, evidencing the fruit of the Spirit (Galatians 5:22-23).
Must possess a passion for worshipping Christ with His people in song.
Must have a strong musical background.
Must be in agreement with the EFCA Statement of Faith, the Constitution and Bylaws of DHEFC, and the vision and philosophy of ministry of DHEFC.
Must possess experience leading worship. Volunteer experience is acceptable.
Must be skilled in administrative tasks and communication.
Must understand the use of technology in worship, including sound, lighting, computers, presentation software, and video projection.
Must possess familiarity with diverse styles of music and appreciate church music of various styles and traditions.
Familiarity with Planning Center and ProPresenter is preferred.
Able to work with and encourage volunteer singers and instrumentalists of varying skill levels.
Able to work with the elders (including the Pastor-Teacher) to advance the mission of the church.

This job description was approved by Elder Board action on 21 April 2018.