



**Position Objective:** To provide spiritual, technical and administrative leadership to the worship and arts ministries of Union Baptist Church.

**Position Description:** The director for worship and arts will, with the senior pastor, guide and support the worship and special program planning and execution. The director will oversee the incorporation of music, dance, and visual arts for diverse styles of corporate worship. The director will be a creative person who is passionate about leading people to encounter God through music and the arts. He or she will expect, encourage and equip ministry leaders in their spiritual transformation. He or she is a servant-leader who can communicate direction in a way that inspires others to join in the pursuit of a vision.

This position reports directly to the Senior Pastor. This position supervises the church musicians, choir directors, and all music and arts ministry volunteer leadership.

Commitments:

1. Committed to spiritual transformation through Jesus Christ.
2. Committed to the mission, vision, and worship approach of Union Baptist Church.
3. Committed to supporting the ongoing spiritual transformation of staff and volunteers in the worship and arts ministries.
4. Committed to leading Union Baptist Church to excellence in worship through the gifts of volunteers and staff to the glory of God.

Responsibilities:

1. Maintain a growing relationship with Jesus Christ through the ongoing practice of spiritual disciplines.
2. Promote the spiritual development of musicians and choir members at rehearsals and regular meetings through biblical teaching, prayer and authentic discipleship.
3. Plan the corporate worship services of Union, in consultation with the Senior Pastor, through prayer, with theological integrity, spiritual authenticity, and musical appropriateness.
4. Collaborate with staff and appropriate teams to enhance the congregational worship experience.
5. Set annual goals for the worship ministry that are in line with the church's vision, and the pastor's leadership; evaluate how those goals were attained or modified during the year.



6. Coordinate all activities of the music and arts ministries such as rehearsals, and community engagements.
7. Make recommendations for worship related equipment purchases.
8. Hire, supervise, and evaluate music and worship personnel in accordance with church policies and procedures.
9. Continuous participation in music education to learn new systems, applications, processes and techniques. Attend appropriate seminars and conferences on worship leadership.
10. Coordinate and support special events such as funerals and weddings.
11. Maintain and ensure that all musical instruments and equipment are in good working order by engaging vendors for service and repair.
12. Maintain a library of music and music resources.
13. Report regularly to the senior pastor on behalf of the music department.
14. Develop additional musical ensembles, such as a praise team, and oversee the fulfillment of the musical needs of youth church.
15. Oversee song selection, review media presentations, and schedule the coordination of all instrumentalists, vocalists, and dramatists as needed.
16. Attend and actively participate in staff meetings and leadership development.
17. Maintain licensing for copyrighted worship music used at Union Baptist Church.
18. Ensure that all musical and technical aspects of the service support the liturgical season, sermon series or emphasis on that day.
19. Oversee scheduling of and communication to worship leaders, worship team members, and audio/visual technicians for Sunday services, utilizing tools such as Worshipplanner.com.
20. Participate in worship services, while allowing others to serve as needed to develop other leaders.
21. Recruit new worship ministry volunteers.
22. Provide coaching and oversight of the training of volunteers and paid staff (vocalists, instrumentalists).
23. Conduct regular meetings and rehearsals that are necessary to facilitate worship in services.
24. Oversee the worship ministry budget and volunteers.
25. Perform other related duties as directed by the Pastor.

Requirements:

1. Demonstrated excellence and musical proficiency as a worship leader and musician/instrumentalist.



2. Gifts for leadership and administration, and team building.
3. Expertise in vocal and instrumental direction.
4. An understanding in the use of technology in worship, including sound, lighting, computers, and video projection.
5. Minimum of a bachelor's degree; advanced degrees in music preferred.
6. A minimum of 3 years of leadership experience with a proven track record in effective staff management.
7. Strong relational skills and an enthusiastic attitude about leading a church in worship.
8. A self-starter, someone who takes initiative to accomplish the vision and mission.
9. A team player with a positive attitude.

To Apply:

Submit a letter of interest and resume to [chanda@myubc.org](mailto:chanda@myubc.org).