

# UNIVERSITY BAPTIST CHURCH

**POSITION TITLE:** Minister of Worship and Music

**SUPERVISOR:** Pastor

**PREFERRED MINIMUM REQUIREMENTS:** Bachelor's degree in music; seminary degree; experience in church music; familiarity with both traditional and contemporary music.

**PRINCIPAL FUNCTION:** To create and foster an atmosphere and opportunities for the congregation to experience authentic worship.

**RESPONSIBILITIES:** Work closely with the Pastor, appropriate committees, church staff and laypersons in the following areas:

1. **Core Values, Mission, Strategy and Vision:** Provide leadership for ensuring the church's worship and music activities and programs are aligned with our Core Values, Mission, Strategy and Vision statements.
2. **Worship:** Lead and cultivate an atmosphere of worship as referenced in Romans 12:1. Ensure this culture is Biblically guided and theologically sound. Meet regularly with the Pastor to explore practical ways to incorporate worship into every ministry of the church. Model a lifestyle of worship in every day life.
3. **Music:** Provide direct leadership and oversight to the music ministry of the church. Meet regularly with the Pastor to plan all regular and special worship services. Create a musical environment that strives for authenticity, creativity and excellence. Have an appreciation for all musical genres. Lead in accordance with personal strengths and equip others to complement those strengths. See music as an essential tool to teaching sound theology and conveying the Gospel.
4. **Prayer:** Model and emphasize devotion to prayer. Commit to praying personally and corporately. Provide prayer opportunities at each rehearsal within the worship ministry.
5. **Discipleship:** Commit to making disciples in your personal life. This includes outreach and evangelism into the local community as well as investing in those within the worship ministry. Encourage and promote attendance and participation in other discipleship opportunities within our church.
6. **Local and World Missions:** Model and promote worship ministry participant involvement in mission opportunities. Model the importance of missions and the ministries of the church by personal participation.

7. **Community**: Nurture the sense of community in the church by promoting UBC as a family where every person is welcome and everyone is included. Model this fellowship through providing fellowship opportunities within the worship ministry.
8. **Leadership**: Supervise and manage the worship staff to create opportunities for authentic worship. Serve as first level supervisor to all staff within the worship ministry. Serve as ministry staff liaison with specific committees/ministry teams. Examples of expectations in this area include:
  - Plan and lead weekly and special emphasis worship services.
  - Ensure all music is theologically sound.
  - Arrange music and transitions.
  - Give direction and oversight to all elements of worship that may include music that is band-led, congregational, choral, ensembles and instrumental.
  - Lead in accordance to personal musical strengths and enlist others to help facilitate in other areas.
  - Schedule music specials such as unique worship services, offertories, preludes, etc.
  - Coordinate logistics for weekly and special emphasis worship services (communicate with Multi-Media Ministry Team, individual worship participants, accompanists).
9. **Administrative**: Develop and administer the worship ministry budget.