

Director of Worship Arts

Job Description // Grace Church

CHURCH CONTEXT:

Grace Church has served North Park and San Diego with the Gospel for over 100 years. We recently hired a new lead Pastor who is passionate about the church being a family on mission with an attractional, compelling Sunday gathering combined with people making disciples and living in community during the week.

Our hope is that our worship director will embody excellent, distraction less, gospel centered worship with a heart for making disciples, living on mission, and actively participating in the life of the church community.

This role became available because after 7 years of faithful service our beloved Worship Director is moving to the East Coast because of her husband's military reassignment. God is moving at Grace Church and we are excited about who He might bring to join the team. Thank you for prayerfully considering the role.

POSITION EXPECTATIONS:

This role is designed to be a hybrid of worship and band leadership as well as production management of other Sunday Gathering teams, including sound, pro presenter, and live stream. We don't expect applicants to be equipped to lead in all of these areas but would like to make sure they knew it was in the scope of responsibility. We're happy to provide training and support along the way.

ROLE SUMMARY:

The Director of Worship Arts of Grace Church will be responsible for scheduling rehearsals, songs, and people, prepping bands for future songs, serving in leadership of Grace set-up and tear-down, and serving as the primary worship leader for Sunday gatherings. This also includes leading worship/prayer nights.

The position will call for excellent organization, people management, and communication skills. As well as management skills including multi-tasking and prioritizing. The Director of Worship Arts will need to be a self-starter, capable of building teams that are designed to lead worship with excellence and enhance the Sunday gathering.

QUALIFICATIONS:

Fulfill the duties required of Grace Church members as outlined in the leader covenant
Discretion, perseverance, patience, creativity, and sense of humor

Proactive, confident leadership, a self-starter

Ability to point out problems and propose solutions

Ability to self-manage and drive projects once direction's been given

Flexibility: Should enjoy and anticipate rapid change of environment/pace

Must be a professional learner, willing to constantly learn and grow in any area

Must have completed college (undergraduate minimum preferred)

SPECIFIC DUTIES & RESPONSIBILITIES:

*** Project Management**

- Ability to point out problems, propose solutions, and be a solution where needed
- Ability to self-manage and drive projects once direction's been given
- Competency in leading worship vocally and/or with an instrument
- Flexibility: Should enjoy and anticipate rapid change of environment/pace
- Must feel a calling into full time ministry
- Must have completed college (Bachelors preferred)

*** Administrative Responsibilities**

- Ensure excellent process of preparing music for Sunday services
- Scheduling of team members each week for all positions of oversight (worship and production)
- Scheduling songs each week for Sunday service gathering
- Manage Sunday centric programs (ProPresenter, Resi, Lightkey, etc)
- Learn workflow of the Gathering Team and begin leading the process
- Conduct follow up and connection with members of the worship and production teams
- Lead discussions and creative planning meetings for special services (Good Friday, Easter, Christmas Eve, worship/prayer nights)
- Handle service flow and creation of services and slides needed in ProPresenter weekly
- Actively participate in conversations about service order, flow, and any areas of improvement within the scope of Sunday Service leadership

*** Worship Leadership**

- Develop Worship Leadership skills in team members for Sunday Service through weekly rehearsals and separate development time where needed
- Meet weekly with Grace Pastor in development and progress updates
- Research and explore new songs and new worship methods, actively evaluate one's own worship methods and areas of growth
- Assist in creating a culture of worship and prayer in the church
- Cultivate the art of songwriting and creativity in worship music

*** Production Leadership**

- Develop self-sufficient production volunteers for Sunday Service
- Schedule team members weekly, recruit and train new team members
- Stay up to date on helpful technology for Sunday Services
- Keep all technology used for Sunday services up to date and functional

TIMING AND PAY:

Sunday July 3rd is the desired start date, but we could hire as early as mid June. We would provide a relocation package if employee is moving to San Diego from out of town. This is a full time role with all medical and dental insurance provided and a pay range between \$62-67k.