



Position Title:	Worship Director
Position Time Period:	Part time staff
Reporting:	Reports to the Executive Leader of Celebration Ministry
Classification:	Part time staff, 20 hours per week
Salary:	TBA
Position Summary:	This position is a role responsible to assist the Lead Pastor in the leadership of the church through leading the Worship of the church. This role focuses heavily on leading, coaching, and developing worship volunteers, while managing the digital/technical administration of the worship experience. The Worship Pastor will collaborate closely with tech and production leaders to execute spirit-led, distraction-free worship environments and experiences.

Essential Leadership & Character Qualities:

- **Spiritual Maturity:** A mature, growing Christian who models a Christ-like lifestyle and possesses a shepherding heart for volunteers.
- **Collaborative Leadership:** A natural motivator who builds strong teams, encourages others, and thrives in a collaborative environment.
- **Relational Intelligence:** High emotional intelligence, with the ability to care for volunteers deeply while maintaining healthy personal boundaries.
- **Strategic & Self-Driven:** An out-of-the-box thinker who is self-motivated, timely with tasks, and willing to constructively challenge processes to foster growth.
- **Values Alignment:** Strong understanding of, and absolute loyalty to, the vision and values of CCC.

Character Traits Needed

- **Servanthood** -- This person must express humility towards others.
- **Teamwork** -- This person must be able to develop a working relationship with other team members as well as the Lead Pastor.
- **Communication** -- This person must excel in healthy communication and leans towards doing it well.
- **Teachable** -- This person must have a learning attitude.
- **Spiritual maturity** -- This person must exude the behavior of a mature Christian (patience, faith, compassion, forgiveness, peace, seeking clarity and understanding)
- **Is Proactive** in making decisions and changes that need to be made.
- **Is Self-driven** and excited about seeing new things from the Holy Spirit.
- **Is a Team Builder** and values growth.
- **Values a Peace Maker Environment**-- Values clarity, peace and order within his/her spaces.

Qualifications & Experience Required

Education:

- Bachelor's or Master's level work in Leadership Development/ Organizational Development/ Music Theory/ Biblical Studies or equivalent in work experience.

Experience:

- **Experience:** Minimum of 2 to 5 years of experience serving on and leading a church worship team.
- **Technical Skills:** Proficiency with **Planning Center Online (PCO)**, **Music Stand**, and a strong understanding of modern tech platforms like **ProPresenter**.
- **Musical Ability:** Capable of leading vocally and instrumentally while confidently directing a live band (instrumental proficiency in guitar or keyboard) .
- Creating and **managing a budget**.
- Has successfully **accomplished projects**, finishing them on time.

Essential Duties and Responsibilities

● LEADERSHIP AND COACHING:

- Overseeing the worship experience for Sunday mornings and other special services throughout the year.
- Fulfill the duties of a Worship Director in coming alongside the Worship Team to provide coaching and guidance in becoming professed in leading/providing worship to the attendees of Compass Community Church.
- Lead and Facilitate the worship and band team in an understanding of what worship is and what the culture of worship is here at Compass.
- Able to identify changes that need to be made and things that need to be fixed and changed to enhance the worship space and experience.
- Work along with other leaders on the Celebration Team to ensure that sound and visual all are working on the same page.

● ADMINISTRATION AND TECHNOLOGY:

- Manage and schedule out weekly/biweekly/monthly meetings with the Lead Pastor/ The Executive Director of Celebrations and Team members as necessary.
- Manage and update Planning Center (PCO) weekly to ensure all scheduling, arrangements, and flow of service are accurate.
- Ensuring that the weekly celebration song materials are entered into Planning Center 1 week prior to the rehearsal of that set.
- Ensuring that the stage and equipment is set and ready to go for the Wednesday rehearsal and the Sunday morning experience.
- Effectively enter lead sheets into Planning Center, ensuring they sync seamlessly with the Music Stand app for the band.
- Manage and maintain all band equipment, keeping the stage and equipment rooms organized and clean.

● WEDNESDAY AND SUNDAY MORNING REHERSALS:

- Be present on Wednesdays for worship practice to lead and enhance the worship experience and worship leaders and band.

- Ensuring that everything is ready and prepared for the team to have a successful worship experience.
 - Help Up front worship leaders to learn how to take the lead and lead the worship practices
- o On Sunday Mornings- Pre-service Practice:
 - Ensuring that everything is ready and prepared for the team to have a successful worship experience.
 - Managing and helping the team hit its time markers to keep everything running smoothly and timely.
- **DEVELOPMENT:**
 - o Assist the band in learning how to improve their skills and do things that they would not naturally do.
 - o Creating an annual training plan for the worship and band team.
 - Winter Training (February)
 - Fall Training (September)
 - o Creating an annual plan for relationship development to enhance the relationship between the worship singers and band teams.
 - o Continuously building up the Worship Team with new singers and band members by having a value for recruitment.

A week in the life of Compass

- Sunday 5 Hours
- Monday 1 Hours
 - o Worship Planning Team Meeting (Mt with Worship Support Role)
- Wednesday 5:00 - 9:00 PM On-site office day 5 hours
 - o Live stream mixing
 - o Stage Management
 - o FOH Up keep
 - o Pastor's meeting
 - o Trainings
 - o Worship Team Rehearsal
- Remote Off-site work - 5 Hours
 - o Planning Center database song maintenance
 - o Music Stand Management
 - o Budgeting and proposal for changes
 - o Research, Scheduling, Recruiting and Auditions
- Team Relational Building Time 4 Hours
 - o One on One Meetings (Coaching/Shepherding)
 - o Team Gatherings
 - o Team Trainings