

Full-Time Director of Worship, Ministries, and Technology

Calvary Baptist Church - Winter Haven, Florida

Position Type: Full-Time **Reports To:** Lead Pastor

Position Summary

The Director of Worship, Ministries, and Technology serves a key leadership role in the life and ministry of Calvary Baptist Church by overseeing worship, production, volunteer development, technical ministries, and the pastoral care of those serving within these ministry areas.

This individual will serve as the primary worship leader for the Winter Haven campus while also overseeing worship and production ministries connected to the Calvary Alturas campus and future campuses as the church continues to grow.

This role requires spiritual maturity, musical excellence, strong leadership ability, organizational strength, and a shepherd's heart. The ideal candidate will be passionate about leading the congregation in authentic, Christ-centered worship while also investing personally and spiritually in the musicians, vocalists, technicians, and volunteers entrusted to his leadership.

This individual must be highly relational, spiritually grounded, adaptable, and committed to serving as a collaborative member of the church staff and leadership team.

Primary Responsibilities

Worship Leadership

- Serve as the primary worship leader for the Winter Haven campus
- Lead worship weekly with authenticity, excellence, and a heart of praise
- Plan and structure worship services that are gospel-centered and congregationally engaging
- Select songs that include both current worship music and well-known hymns and choruses
- Arrange worship sets in a way that creates meaningful musical flow and encourages congregational participation
- Lead and rehearse worship teams effectively
- Identify, develop, and disciple worship leaders, musicians, and vocalists within the church
- Cultivate a worship ministry in which spiritual health and character are valued alongside musical excellence

Multi-Site Worship & Production Leadership

This individual will oversee the worship and production ministries for both the Winter Haven campus and the Calvary Alturas campus, as well as future campuses that may be established.

The goal of Calvary Baptist Church is to maintain unity across campuses through aligned worship experiences, ministry philosophy, service preparation, and technical excellence. Because of this, campuses will utilize the same worship set and service flow each week whenever possible.

Responsibilities include:

- Oversee worship and production ministry across multiple campuses
- Ensure campuses are utilizing aligned worship sets and service flow weekly
- Train and develop worship leaders, musicians, vocalists, and technical volunteers for each campus
- Schedule instrumentalists, vocalists, sound engineers, media operators, and technical team members across campuses

- Ensure volunteers are prepared and equipped to serve effectively
- Coordinate rehearsals, service preparation, and communication between campuses
- Conduct regular follow-up and evaluation of worship services and production
- Maintain strong systems and ministry standards that can grow with the church as it develops a multi-site model
- Oversee worship preparation, technical readiness, and service execution for campuses and major ministry events
- Build healthy ministry teams characterized by unity, spiritual maturity, mutual encouragement, and a shared commitment to the mission of the church

This individual must lead with consistency, humility, flexibility, and strong organizational leadership while helping maintain unity and excellence across every campus environment.

Pastoral Care & Spiritual Leadership

The Director of Worship, Ministries, and Technology is not simply responsible for managing worship and technical teams but for helping shepherd the people who serve within them. Those serving in worship and production ministries should experience spiritual leadership, encouragement, discipleship, and genuine pastoral care.

Responsibilities include:

- Maintain a growing and vibrant personal relationship with Jesus Christ
- Lead worship with sensitivity to the Holy Spirit and awareness of the congregation
- Develop meaningful relationships with those serving in worship and technical ministries
- Regularly encourage, pray with, and pray for worship and technical team members
- Be attentive to the spiritual, personal, and family needs of those serving under his leadership
- Provide appropriate pastoral care, encouragement, and biblical counsel when team members experience difficulties or significant life circumstances
- Communicate significant pastoral-care needs to the Lead Pastor and pastoral staff when additional care or follow-up is needed
- Encourage worship and technical team members in their personal walk with Christ and participation in the broader life of the church
- Help cultivate unity, humility, accountability, encouragement, and spiritual growth within ministry teams
- Develop volunteers not simply in their musical or technical abilities, but as followers of Jesus and servants within His church
- Foster a ministry culture in which people are valued for who they are, not simply for the role they perform
- Serve as a visible and approachable spiritual leader within the life of Calvary Baptist Church

Planning & Service Preparation

- Utilize Planning Center to organize service elements in advance
- Ensure ProPresenter is fully prepared prior to Sunday morning with lyrics, media, sermon notes, and service flow
- Coordinate rehearsals and scheduling for worship and technical teams
- Maintain a strong culture of preparation and organization
- Avoid last-minute planning whenever possible while remaining flexible when unexpected situations arise
- Ensure worship and technical elements are prepared before volunteers and the congregation arrive on campus

Technology & Production Oversight

- Oversee worship and production technology, including Planning Center, ProPresenter, MultiTracks/Playback, livestream systems, and digital soundboards
- Ensure worship and production systems are functioning properly and prepared for services and events
- Train and develop volunteers in sound, media, livestream, and presentation ministries
- Help improve and maintain worship technology systems as the church grows
- Develop additional technical leaders capable of serving and leading across multiple campuses

Special Events & Outreach

- Lead worship and production for seasonal services and productions, including Christmas and Easter
- Assist with worship leadership during outreach events, festivals, conferences, and church-wide gatherings
- Coordinate worship and technical needs for future campuses and multi-site ministry opportunities
- Help oversee worship and production elements for community outreach initiatives and special events

Qualifications

Spiritual & Character Qualifications

- A clear testimony of faith in Jesus Christ and a growing walk with Him
- A genuine heart for worship, ministry, and people
- A shepherd's heart with the desire and ability to care well for those entrusted to his leadership
- A commitment to developing people spiritually as well as musically and technically
- Humble, teachable, relational, and team-oriented
- Fully supportive of the vision, doctrine, and leadership of Calvary Baptist Church
- Willing to become an active member of Calvary Baptist Church
- Willing to invest relationally in the congregation beyond the worship platform
- Must not have outside obligations or influences that would hinder wholehearted involvement in the life and ministry of the church

Musical & Technical Qualifications

- Proficiency in either guitar or keyboard
- Strong vocal ability and confidence leading congregational worship
- Ability to lead musicians and vocalists effectively
- Strong understanding of blending modern worship music with hymns and familiar choruses
- Proficiency with Planning Center, ProPresenter, MultiTracks/Playback, digital soundboards, and basic livestream and production systems

Leadership & Work Ethic

- Strong organizational and communication skills
- Self-motivated and dependable
- Able to make decisions quickly and calmly under pressure
- Flexible and adaptable within a growing ministry environment
- Passionate about building teams and developing volunteers
- Able to lead people relationally rather than simply administratively
- Excited about helping a growing church develop a healthy multi-site ministry
- Committed to preparation, excellence, teamwork, discipleship, and ministry effectiveness

Additional Expectations

- Full participation in the life and ministry of Calvary Baptist Church
- Attendance at weekly staff meetings and ministry planning gatherings
- Regular communication with the Lead Pastor regarding worship ministry, team development, pastoral-care needs, and ministry challenges
- Commitment to excellence, preparation, teamwork, spiritual leadership, and pastoral care
- Willingness to serve alongside the pastoral staff in the overall ministry life of the church
- Maintain appropriate confidentiality regarding personal and pastoral matters shared by ministry volunteers
- Model a healthy balance between excellence in ministry and genuine care for the people accomplishing that ministry

Future Vision

Calvary Baptist Church is a growing congregation with a vision for continued community outreach and future multi-site ministry. This position offers the opportunity to help shape and build the worship culture, ministry systems, leadership development, volunteer teams, pastoral care structure, and technical infrastructure necessary to support that growth.

As the church expands, the Director of Worship, Ministries, and Technology will play an important role in ensuring that worship and production ministries remain unified, spiritually healthy, relationally strong, and prepared for growth.

The goal is not simply to build excellent worship and technical ministries, but to build healthy teams of people who are growing as disciples of Jesus while using their gifts to serve His church.