

Job Description

Position: Worship Associate
Revised Date: October 7, 2026
Reports To: Director, Worship
Employment Status: Part-Time. FLSA Status: Non-Exempt
Hourly Requirements: 15 Hours Per Week
Location: Living Word, Red Lion, PA – Onsite



Position Summary:

The Worship Associate supports Living Word Community Church's Adult and Fusion high school worship ministries in pursuit of our mission of Encountering Jesus Together. The role helps prepare and lead Christ-centered, biblically grounded worship experiences, supports rehearsals and service preparation, and encourages the musical and spiritual growth of younger and older worship team members.

Key Responsibilities:

1. Worship and Service Support

- Participate in adult worship services and special gatherings as assigned by the Director, Worship.
- Assist with song selection and service planning, using biblically sound music that supports teaching themes and congregational participation.
- Prepare for assigned services through personal practice, review of service plans, and coordination with worship and production team members.
- Support special services and other designated gatherings; participate in relevant staff meetings and ministry planning within the agreed schedule.

2. Musical Preparation and Rehearsal Support

- Assist with or lead assigned rehearsals, offering clear musical direction and constructive feedback in partnership with the Director.
- Prepare and distribute charts, arrangements, recordings, keys, and other music resources in time for team preparation.
- Coach vocalists and instrumentalists in blend, dynamics, transitions, and musical expression that support congregational singing.
- Coordinate assigned stage, audio, lyric, and cue needs with production staff; help maintain organized song libraries, instruments, and music resources.

3. Team Encouragement and Musician Development

- Assist the Director with recruiting, auditioning, onboarding, and scheduling worship volunteers for Adult and Fusion teams.
- Develop younger and older musicians through encouragement, musical coaching, mentoring, and appropriate opportunities to participate and lead.
- Build caring relationships with volunteers, model healthy spiritual practices, and refer pastoral care needs to appropriate leaders.
- Support a team culture of humility, preparation, accountability, and appreciation; communicate schedules and updates using designated church systems.
- Follow church safety policies when serving students; perform other related responsibilities as assigned within the part-time role.

Qualifications:

- Bachelor's degree preferred; equivalent practical experience considered.
- Minimum of 2 years of leading a contemporary worship team, with demonstrated ability to lead worship and contribute to rehearsals; experience in a large church with multiple services preferred.
- Strong vocal ability and proficiency on a primary instrument, preferably guitar or keyboard; ability to arrange music, communicate musical concepts, and lead a contemporary worship team.
- Biblical understanding of worship and demonstrated ability to lead with warmth, clarity, and sensitivity to the congregation.
- A mature relationship with Jesus Christ, and wholehearted alignment with Living Word's theology, mission, values, and ministry philosophy.
- Maintains a healthy spiritual life through consistent spiritual practices.
- Communicates clearly, relates well to others, and functions effectively as a team player.
- Strong communication, organizational, and relational skills; able to manage priorities, receive feedback, handle conflict constructively, and remain composed in live services.
- Comfort using worship planning software, digital music resources, and office tools; ability to learn Living Word's designated systems.

Working conditions:

Work includes standing, singing, playing an instrument, computer use, and participation in environments with amplified sound and stage lighting. Reasonable accommodations may be made for qualified individuals with disabilities. Subject to interruptions; prolonged sitting and/or standing; occasionally lifts supplies and equipment; occasional pressure due to deadlines and additional hours during holidays and special ministry seasons.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of individual so classified.

Living Word expects all employees to work in accordance with the standards set forth in the LWCC staff handbook and policies document. Living Word retains the sole right to exercise all managerial functions set forth therein.