Reviewed: 11/9/2022
Accepted: 11/10/2022

Walloon Lake Community Church
Job Description

Effective Date:

Job Title: Walloon Lake Community Church Part Time Worship Director

Job Summary
The Worship Director is responsible for directing and facilitating the worship programs for the Walloon Lake Community Church. They will provide vision and Godly leadership to the worship programs and will work in cooperation with the pastoral and volunteer church staff to support the mission and values of WLCC. They will work under the direct supervision of the Campus Pastor and remain under the oversight of the WLCC Administrative Pastor and Church Board. While the Worship Director may lead in worship services, their primary role is to facilitate the worship ministry and direct the volunteers who lead in corporate worship.

Job Duties	
Program planning	• Sunday worship service: develop music/drama and media to promote a meaningful worship experience. • Create weekly set lists. • Select praise and worship songs. • Prepare music and arrangements for musicians. • Utilize the time allotted efficiently. • Facilitate rehearsals. • Maintain and develop a schedule of teams for worship services and special events. • Oversee the maintenance of all musical equipment owned by the church.
Teamwork	• Develop music and drama teams that work together with the goal of meeting our mission. • Schedule team leadership meetings. • Develop events to assist in the growth of team unity and fellowship. • Develop an atmosphere of teamwork with all ministries in the church, as an extension of the ministry of WLCC. • Participate in WL Campus Leadership Team. • Coordinate sound and visual elements for special events. Etc. weddings and funerals.
Training	• Recruit, develop, and train people for music, drama, and leadership. • Training is to include practical, lead by example methods in keeping with vision and direction of WLCC. • Encourage Spiritual development and accountability among all members of the worship/outreach teams. • Evaluate members of the team giving encouragement and further training as needed. • Provide continuing education for team members, in cooperation with the WLCC Worship Pastor.

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Resource Management	• Oversee all worship equipment • Maintain a library of printed and electronic media, in cooperation with the WLCC Worship Pastor.
Communication	• Maintain good communication with the music/drama teams, sound, video, and lighting personnel as well as general church members. • Communicate (in a timely manner) all schedule changes and special events to all persons effected. • Communicate electively with the Campus Pastor all plans and progress of the worship/outreach ministry.
Budget	• Develop and administer the music/worship program budget in cooperation with the Campus Pastor, and in keeping with the WLCC budget process.
Other	• Attend & participate in church programs. • As a team member, assist the other staff and the church board on other activities as appropriate. • Other duties as assigned by the Campus Pastor.

Personal Requirements
Be a sincere, committed, Christian of good reputation who can subscribe fully to the mission and doctrinal statements of the church. Must have a close, intimate daily walk with Jesus. Must be a member of the church.
Must have the ability to manage people with good, positive outcomes. Must be very people oriented.
Meet the scriptural principles set forth for spiritual leaders in God's Word as delineated in the church constitution.
Have personal characteristics and qualities necessary for leadership in the successful carrying out of the functions and responsibilities of this position.
Be knowledgeable about present day music/drama, media resources and methods.
Enthusiastically support the mission and vision of WLCC.