

# zionsville

presbyterian church

POSITION TITLE: Associate Director of Worship (*part-time, 20 hrs p/wk*)

INCUMBENT NAME: OPEN

SUPERVISOR'S TITLE: Director of Worship

SUPERVISOR'S NAME: Don Nieman

## **POSITION SUMMARY**

Under the general direction of senior leadership and direct supervision of the Director of Worship, the Associate Director of Worship is charged with assigned worship leading/planning duties; and is responsible for worship band music preparation and direction.

## **PRIMARY RESPONSIBILITIES**

### *Lead Planner and Worship Leader, 10:30am Service*

- Provide worship leadership (w/guitar) at 10:30am worship service – to lead singing, prayers, and readings as assigned.
- Create first draft of 10:30am worship plan in PlanningCenterOnline.com in time to present to worship planning team meeting and final draft immediately following meeting.
- Prepare music for 10:30am service band & vocalists providing song forms, photocopies, and recordings / youtube.com links as needed.
- Lead weekly 10:30am service worship band rehearsal.
- Retain and orient any contracted personnel as needed, providing written and verbal direction.

### *Other*

- Part of 9am service worship team (playing guitar) as scheduled.
- Other duties, responsibilities, and projects as assigned.
- Serve as an active and responsible member of ZPC staff. Active participation includes, but is not limited to: staff meetings, conferences, and retreats. Conduct oneself in a Christ honoring manner at all times.

## **EXPECTATIONS**

- Must be a fully committed follower of Jesus Christ.
- Must maintain a deep and abiding trust in Jesus Christ as Lord and Savior, being a model of servant leadership.
- Theologically, must be evangelical with deep appreciation for the authority of Scripture and an unwavering commitment to Biblically-based lifestyle.
- Striving for a high personal level of godly character and Christian values.
- Overall beliefs must be consistent with the ZPC Statement of Beliefs.

## **EDUCATION AND SKILLS REQUIRED**

### *Education and Experience:*

This position requires worship leading, and organizational leadership experience. It also requires a high degree of skill as a musical performer with an emphasis on vocal and guitar, as a worship leader.

### *Demonstrated Skills:*

This individual should demonstrate skills in the following:

- Worship leadership – in front of large groups of people.
- Reading and arranging music – imparting direction to musicians with varying levels of talent and experience.
- Managerial, servant leadership – to volunteer usher and technical teams, and musical groups.
- Strong administrative, organizational, and time management skills.
- The ability to work effectively in a team environment.
- Good verbal and written communication skills.