

Worship Director Job Description

Great Oak Church 2025

I. General Description

The Worship Director will prayerfully plan and execute all music related to worship under the supervision of the Pastoral staff and the cooperation of the Worship Team. He or she will bring gifts of leadership, shepherding, and creativity to foster an atmosphere of worship where multiple generations are able to connect with God.

II. Job Qualifications

The Worship Director will:

- A. Be a High School graduate or equivalent;
- B. Be a committed Christian, mature in their faith, committed to actively growing in their relationship with Christ.
- C. Have experience serving in worship ministry, preferably in contemporary worship music.
- D. Be approachable, work well within a team;
- E. Possess organizational, communication, technological, musical and leadership abilities;
- F. Demonstrate flexibility, creativity and maturity as a spiritual leader;
- G. Have experience working with Worship Tools platforms, Loop/Prime or similar programs, or a willingness to learn;
- H. Abide by the American Baptist Ministers' Code of Ethics;
- I. Aligns with Great Oak's Statements of Beliefs
- J. Have a degree or is pursuing a degree in Music, preferred
- K. Be proficient in leading on the guitar or keys, preferred

III. Working Relationship

The Worship Director will:

- A. Report directly to the Lead Pastor;
- B. Maintain a good relationship with the church staff, church members and the community as a representative of Jesus Christ through Great Oak Church;
- C. As a member of the Ministry Board, the Worship Director will participate in Ministry Board meetings;
- D. Be an active member of Great Oak Church, engaged in the life of the church outside of the Worship Ministry.

IV. Principal Responsibilities

The Worship Director will:

- A. Prayerfully plan and lead worship with the Worship Team for weekend services and special services (Good Friday, Christmas Eve, Worship nights);
- B. Train, direct and recruit people for participation in the Worship Ministry (e.g. worship band and vocalists);
- C. Shepherd the Worship Team by providing support and accountability, identifying and developing the gifts within each member;
- D. Work with the Lead Pastor and Preaching Team in creating worship services that complement the teaching series or message;
- E. Prepare technology (tracks, lyric slides) for the Sound and Media teams;
- F. Be willing to work with multiple worship services as church growth necessitates it.

V. Compensation

- A. The Worship Director position will be a part-time hourly-paid position. The hourly rate for this position will be determined by agreement between the church and the Worship Director and it will be based on a 50-week annual work requirement.
- B. The Worship Director has no obligation to work on major holidays unless they fall on Sundays.
- C. Major holidays are:
 - 1) New Year's Day
 - 2) Memorial Day
 - 3) July 4th
 - 4) Labor Day
 - 5) Thanksgiving Day
 - 6) Christmas Day
- D. Mileage reimbursement will be approved on an as-needed basis at the current IRS rate.
- E. Continuing education of one event per year will be funded by the church when authorized and approved.

VI. Employment Procedures

- A. Hiring and terminating all staff positions will be as outlined in the Great Oak Church Constitution.
- B. The Staff Relations Team in collaboration with the Lead Pastor may revise this job description periodically.
- C. The Staff Relations Team and Lead Pastor will hold a performance review annually.