

## **Position Description**

**Employee Name:**

**Job Title:** Worship Pastor

**Department:** Spring Hill

**Reports To:** (?)

**Location:** Spring Hill

**FLSA Status:** Salary Exempt

### **Summary:**

This role would oversee all worship environments including: Weekend Services, City Students both middle school and high school, Kid City, Toddlerock, and Celebrate Recovery. While the incumbent in this role should be a talented and experienced worship leader, the role is not just about being on stage. This individual needs to be able to develop teams, shape the culture of the ministries, and have enough technical proficiency to interact with our production teams.

### **Essential Duties & Responsibilities (other duties may be assigned):**

- Program and execute all aspects of Spring Hill weekend worship (music) experience
- Determine weekly song selection that comes from and represents the heart of COTC
- Schedule, coordinate, and lead rehearsals
- Recruit talented musicians for the team
- Create a culture of serving and move the band members toward giving their time to play
- Cultivate a culture of connection and strategy for belonging among the musicians in the congregation
- Provide Pastoral Care for the artistic community as required
- Participate in all COTC meetings specific to the role for planning, evaluation, and problem solving
- Manage the worship budget
- Calendar management of your team meetings
- Identify, develop and schedule a team of volunteers for all environments, including students and adults
- Identify any contract worship leaders/band members, schedule as needed
- Create a system to develop student musicians and student worship leaders. This should go beyond building volunteer bands, but rather include a process for teaching younger musicians how to lead worship
- Oversee worship in Kid City, and begin to develop a consistency through all ages and ministries
- Lead music for Toddlerock
- Oversee worship for Celebrate Recovery
- Direct the music at weekend services
- Help lead through difficult conversations and leadership situations among team members.

**Supervisory Responsibilities:**

- Volunteers - both Adult and Student
- Contract musicians

**Qualifications:**

A Christian in submission to the authority of the Scriptures and the Holy Spirit, as evident in lifestyle. Subscribes to and is in full agreement with Church of the City's Statement of Faith. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The criteria listed below are representative of the knowledge, skill, experience and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education:** A High School Level education, or its equivalent, and a baccalaureate degree preferred.

**Skills:** Must have general computer skills including a working knowledge of Microsoft Office, and iMac; knowledge of general business practices; possess a strong work ethic; strong organizational skills and pays high attention to detail; strong communication skills (written and verbal); ability to adhere to deadlines and execute on tasks and handle multiple, diverse assignments; produce quality work and be accountable; manage time; ability to work well in team; demonstrate ability to be innovative and suggest change/improvements within scope of work; anticipates needs and creates efficient and effective processes; self-starter, self-motivated and takes responsibility/ownership of tasks; thinks outside the box proactively, strategically and analytically; consistently takes initiative; demonstrate flexibility and adaptability to changing situations; demonstrate a high level of customer service, friendliness, and phone etiquette consistent with the culture of the organization.

**Experience:** A satisfactory equivalent of education, training and experience in related fields and/or educational disciplines, sufficient to qualify for the requirements of position.

**Acknowledgement**

I certify that I have read and understand the preceding description of my job. COTC is an At-Will and equal opportunity employer. All of our employment decisions (e.g., recruiting, hiring, training, promoting, compensating and terminating) will be made in accordance with applicable laws and regulations.

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Name

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Date