Purpose:
The Worship Arts Director/Pastor will serve West Congregational Church by providing ministry leadership in the areas of Worship and Worship Support, managing multiple ministry teams, equipping and empowering the gathered church to glorify and enjoy God. The purpose of this position is to help us delight in God during our weekly worship services. While providing vision and direction, the person in this position will also raise up and equip leaders for the ministry teams under their care.

Objectives:
1. **Lead the church toward the realization of our core value:** “Delighting in God”
   - We gather regularly to glorify and enjoy the Lord. God is on the loose among us and we expect to see Him at work in one another’s lives. “Delight yourself in the Lord and he will give you the desires of your heart (Psalm 37:4).
2. **Visionary Leadership for Worship Arts:** Work collaboratively with the Lead Pastor and various team leaders to develop and fulfill the overall vision for worship arts ministry at West, enabling the church to accomplish its mission to Love God, Love Others and Make Disciples of Jesus Christ.
3. **Director:** In collaboration with the Lead Pastor, direct and produce all public worship services and special events. Serve as the person who is responsible for the creation of the worship service, and the selection of music and arts; Create support services that enhance the overall worship experience.
4. **Manager:** Create and maintain systems to provide planning and organization to lead public worship services, events through ministry teams. Recruit, equip and coach individuals to build highly effective teams that ensure excellence in public worship and worship support.

Duties & Responsibilities:
1. **Worship Leadership:** Oversee and Manage weekly worship services.
   - Plan and program an integrated worship service each week in conjunction with sermon theme and in consultation with the Lead Pastor and others involved.
   - Schedule musicians through Planning Center.
   - Conduct regular rehearsals with musicians and vocalists.
   - Execute weekly Sunday morning services. Participate in the worship team as a musician and song leader. Teach and integrate new contemporary worship songs.
   - Ensure that any roles and responsibilities belonging to supplemental ministry teams in the areas of worship support are staffed on a weekly basis (sound and video technicians, prayer, ushers and communion teams).
• Shepherd, recruit, train and guide all musicians, vocalists, and other performing artists. This includes seasonal choirs and youth worship teams.
• Manage annual worship arts and technology budget as well as of sanctuary platform and worship space, including audio inputs, and maintenance and upkeep of all church owned musical instruments, audio and video equipment.
• Provide music for weddings and funerals as needed.
• Lead worship for seasonal holiday celebrations and other services during the liturgical year.
• Ensure that an adequate substitute worship leader is identified and scheduled in the event that you are absent or unable to lead worship.

2. General Leadership: All pastoral staff team members are expected to manage and coach multiple ministry teams. The expectation is the person in this position will have other leadership roles in another sphere of church ministry.
• Participate in weekly staff meetings to coordinate all ministry in alignment with the strategic ministry plan.
• Meet weekly with the Lead Pastor 1:1 to debrief worship services, develop service programming and flow for several weeks and months ahead.
• Meet quarterly with West Church Ministry Leaders (WML) for training and leadership development with core ministry leaders, senior leadership team and staff.
• Meet with core ministry team leaders under your supervision in accordance with the parameters stated in the coaching handbook.
• Manage supplemental ministry teams under your supervision lay leaders. Recruit, equip and launch new individuals and teams as necessary.

Requirements:
1. General Qualifications
• A vibrant personal relationship with Jesus Christ as Lord and Savior.
• Is in full agreement and alignment with WCC’s vision, purpose, core values, and statement of faith.
• Is in philosophical alignment with WCC’s Senior Leadership Team.
• Possesses a demonstrated ability to prepare for, organize, coordinate and execute worship services with and through ministry teams.
• Is a strong team player in relation to the rest of WCC staff and congregation.
• Is continuously dependable, responsible, self-motivated and creative.
• Willing to become a member of West Congregational Church.

2. Competencies | Experiences:
• Demonstrated experience in facilitating corporate worship services.
• Demonstrated musical ability and proficiency in singing, guitar and/or piano accompaniment.
• Proficiency with Planning Center Online for worship planning, team scheduling.
- Familiarity with sound mixing console and ProPresenter presentation software, backing tracks and loops.
- Ability to read charts, lead sheets and chords.
- Strong interpersonal / relational skills.
- Strong communication skills (oral / written).
- Proven flexibility / adaptability - ability to work in a continuously changing work environment
- Self-motivated and able to work independently.
- Able to work well in a team environment, with others in shared projects and activities.

3. Education:
   Bachelor's Degree preferred, but not required.

4. Experience:
   Corporate worship leadership experience in a church, non-profit Christian organization or para-church ministry is required.

Time Requirements:
This is a full-time position in accordance with the benefits provided in the West Church Employee Handbook.

Reporting:
The Worship Arts Director / Pastor will be a member of pastoral staff as defined by our employee handbook and will report directly to the Lead Pastor.