



## Collierville United Methodist Church

Vision: Reaching out to transform lives by extending God's love to all.

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### Job Description

#### Director of Modern Worship

**Classification:** Exempt

**Report to:** Executive Director of Worship and the Arts

**Date:** 9-28-21

### Summary

The Director of Modern Worship provides leadership for The Foundry service (Modern Worship) at Collierville UMC, engages the congregation, and encourages each person in their relationship with Jesus Christ. This person deals with a diverse group of members and guests as well as a number of volunteers and contract musicians. This person will value teamwork, be dedicated to the pursuit of excellence, and most importantly, be a committed disciple of Jesus Christ.

### Essential Functions

#### Worship Planning

1. Plan worship for the 11:00am Sunday morning Foundry service as well as other special services
2. Coordinate the design and implementation of all elements of The Foundry worship services in consultation with the Pastors and Executive Director of Worship & the Arts including:
  - a. Visual media
  - b. Music
  - c. Lighting
  - d. Service order
  - e. Thematic design

#### Leadership

1. Act as a spiritual leader to the band and worship coordinators, helping members to grow in their faith.
2. Schedule band members, both volunteer and paid, to play in weekly Sunday morning worship.
3. Recruit skilled musicians and other artists, work to develop their skills, and create opportunities to share their gifts in worship.
4. Work to create and maintain a healthy group dynamic between band members and other worship volunteers.
5. Oversee the recruitment, training, and scheduling of worship volunteers including ushers, communion servers, setup crew, and others.
6. Other special assignments and duties as assigned by the direct supervisor or pastors.

#### Other Responsibilities

1. Based on skill set, this person will be assigned one additional major area of responsibility. This could include youth or children's music, leading our First Impressions Team, video editing, or another key area of need.



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### Competencies

1. Personal Effectiveness/Credibility
2. Thoroughness
3. Collaboration and Communication Skills
4. Flexibility
5. Organizational Leadership Skills
6. Creative Design
7. Musical Theory and Practice for Contemporary Worship
8. Worship Technology Competency

### Supervisory Responsibility

This position has no direct supervisory responsibilities but will work closely with the Technical Director.

### Work Environment

This position operates in a professional church office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, etc. This position works with musical instruments and sound equipment.

### Position Type and Expected Hours of Work

This a full-time position and may include evening and weekend hours as necessary

### Required Education and Experience

1. Bachelors Degree or equivalent certification in Worship Leadership
2. Advanced training and certification in worship leadership preferred
3. 5 years of experience in a similar or related field
4. Thematic musical worship experience

### Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this position. Duties, responsibility and activities may change at any time with our without notice.

### Signatures

This job description has been approved by the following necessary levels:

Director Supervisor: \_\_\_\_\_ date \_\_\_\_\_

Staff Parish Relations: \_\_\_\_\_ date \_\_\_\_\_

Employee Signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

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Mission: To Know Christ and to Make Him Known



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Employee: \_\_\_\_\_ date \_\_\_\_\_

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