



**KENT ISLAND CAMPUS
WORSHIP COORDINATOR
Job Description**

POSITION TYPE: Part-Time, Hourly, 20 hours/week

REPORTS TO: Kent Island Campus Pastor
Dotted Line to Bay Area Worship Director

PURPOSE OF THE POSITION: The role of the Kent Island Campus Worship Coordinator is to contribute to building a worship culture in the campus by leading the music and production volunteer teams, ensuring all worship experiences are executed with excellence.

BASIC QUALIFICATIONS:

- Spiritually mature: models the lifestyle of a passionate, maturing follower of Jesus
- Enthusiastically embraces God's vision for Bay Area Community Church & our ministry
- Lives a healthy, balanced lifestyle that honors God, family and others
- Reliable, hard worker who multitasks well
- Self-starter who shows initiative and innovation skills
- Team player who works well with various personalities and has consistent positive influence within the team
- Teachable and approachable
- Administratively gifted
- Agrees with BACC Statement of Beliefs Position Papers and meets all requirements to be a Ministry Partner
- Regularly attends BACC or is willing to begin attending

PREFERRED QUALIFICATIONS:

- Proven track record of recruiting, developing, and leading teams
- Working knowledge of technical systems (A/V/L), IT, and equipment
- Working knowledge of DAWs, live and studio equipment
- General knowledge of Playback, Logic Pro, Ableton, Mainstage, Planning Center, and ProPresenter
- An equipper of people, not just an "up front" person

CAMPUS LEADERSHIP AND DEVELOPMENT RESPONSIBILITIES:

- Weekly collaboration with Campus Pastor for Sunday Gathering planning
- Surface capacity and sustainability concerns to the Kent Island Campus Pastor for clarity and adjustment
- Bi-weekly 1:1 with Campus Pastor

BAY AREA WORSHIP RHYTHMS

- Bi-weekly Worship Department Meeting
- Monthly 1-on-1 coaching with Worship Director
- Bi-annual Team Nights & Annual Training Huddles
- Worship Summits (two all-morning meetings per year)
- Annual Worship Department Retreat
- Participation in church-wide worship events at the Annapolis Campus, unless KI Campus hosts equivalent events ("swells," e.g., Prayer & Worship Nights, Christmas, Easter)

WORSHIP LEADERSHIP AND DEVELOPMENT RESPONSIBILITIES:

- Lead worship at Sunday Campus Gatherings in Kent Island
- Ensure all preparation for production for Sunday gatherings and other events at the Kent Island campus, including equipment repair as required
- Rehearse bands, vocals and production for Sunday Gathering worship service(s)
- Collaborate with Worship Department on onboarding, scheduling, set lists, and systems
- Participate in department development opportunities (e.g., songwriting, creative projects, as applicable)
- Shepherd the worship and production teams as needed

OTHER RESPONSIBILITIES:

- Support the campus ministry as needed
- Perform other responsibilities as directed by the Kent Island Campus Pastor