



## **Title: Director of Worship and AV/Tech Ministries**

### **Reports to: Executive Director of Ministries and Administration**

#### **Win Statement**

Living Springs wins when the vision of the church is fulfilled because people experience an authentic encounter with the Lord, feel spiritually connected, and their faith is being strengthened through worship.

#### **Character Qualifications**

- A deeply committed Christian faith, genuine spirituality, humble spirit, and heart for the church's vision of ministry to un-churched people
- A self-starter with good interpersonal, communication, and leadership skills
- A team player supporting and encouraging other staff and volunteers, with the ability to connect with varying generational groups
- A forward thinker who can assist in implementing new and innovative methods and programs that enhance the worship experience of the church
- A strong upfront worship leader who is sensitive to the leading of the Holy Spirit, can lead energizing dynamic and inspiring worship music, and has the ability to bring people to the presence of God

#### **Technical Qualifications**

- Able to lead the congregation into the presence of God.
- Able to help worship teams connect with the Holy Spirit and congregation
- Highly proficient in piano or guitar and voice, including the ability to lead vocally and train and direct others in these areas
- Ability to direct diverse styles of worship music including gospel, contemporary, and traditional
- Able to lead energizing, dynamic, and inspiring worship music
- Proficiency in piano and voice desired, guitar or organ would also be welcomed
- Experience in directing and managing multiple worship teams and choirs
- Experience in developing and directing both professional and lay instrumentalists and vocalists

#### **Theological Understanding Qualifications**

- Knowledge of biblical truths and worship practices is necessary to guide the congregation in meaningful and relevant worship.
- It is also essential that the worship director be in understanding and compliance of LSCC's vision, beliefs, core values and the mandate of making disciples that make disciples.



## **Duties and Responsibilities**

### ***Worship:***

- Strengthen the culture of worship at Living Springs that gives glory and praise to Jesus as our Lord and Savior.
- Coordinate and oversee creative planning for all worship services and special events with the Senior Pastors.
- Coordinate music for special productions and services as needed (Good Friday, Easter, Christmas Eve, All Church Events, etc.).
- Lead worship rehearsals, ensuring that by the end of rehearsal there is clarity on each part of the service, and that technical excellence has been achieved
- Lead the Sunday morning run through from start to finish, ensuring that all parts of the worship service can be executed with excellence, and that all volunteers and staff understand their roles.
- Provide for music arrangements as needed, including vocal charts (involves various preludes, offertories, congregational songs, and special presentations that take place on a weekly basis). Also provide stewardship of Worship Budget and maintenance of church audio/visual equipment.

### ***Volunteers:***

- Develop Worship Leaders, Vocalists, Musicians, and Tech Team Members
- Coordinate a system that provides for the recruitment, auditioning and development of all volunteers on the Worship and Tech teams
- Create a system and structure where vocalists and band participants are encouraged to develop their gifts and use them in various places throughout the ministry
- Directs, manages and coordinates rehearsals for worship teams including musicians, and vocalists
- Directs and/or recruits volunteers to assist in directing children's, youth, and adult worship teams
- Coordinates scheduling of soloists, ensembles, instrumentalists and guest musicians.

### ***AV/ Tech/ Livestream:***

- Coordinates volunteers for AV/ tech shifts
- Knowledge of X32 soundboard and multi-tracks
- Experience with Planning Center, ProPresenter, Song Select, and OBS Live stream applications
- Troubleshoots all AV/tech/ livestream issues including computer programs and physical equipment



- Working with the Administrative Assistance and Executive Director, upload all Sunday visual content including announcements, videos, song lyrics, etc. into ProPresenter
- Train up volunteers in the AV/Tech/Livestream ministries

***Budget Administration:***

- Manages annual music budget, purchasing music and supplies in addition to scheduling maintenance of music resources in church

***Funerals, Weddings, and Special Events:***

- Must be available to provide AV/tech and musical support for Living Springs' member funerals, weddings, and all Living Springs-sanctioned events (examples: VBS, Fall Fest, Kick Off, etc)

***Administration:***

- Participates in LSCC Staff meetings and is an integral part of the church staff team
- Attends and works collaboratively with Worship Leaders

***Education and/or Experience***

- Bachelor's Degree in related field (e.g. instrumental music, music education, etc.) or equivalent experience.
- Minimum of 3 years' experience in leading worship teams
- Member or willing to become a member of Living Spring.
- Video of yourself leading worship in a church setting with a supporting team of musicians and vocalist

***Skills***

- Vocally proficient
- Acoustic Guitar or Keyboard proficient.
- Proficient in playing keyboard preferred
- A friendly, energetic personality.
- Proficient in software such as planning center for worship experiences, as well as presentation software such as ProPresenter.
- Able to troubleshoot and solve problems quickly.
- General understanding of lighting, live video systems, and Front of House audio systems
- Experience with Planning Center, ProPresenter, Song Select, and OBS Live stream applications is preferred



***Hours and Compensation***

- Be available to work for Living Springs a minimum of 40 hours per week. Sundays and Tuesdays are mandatory in-office/building; flexible daytime scheduling 3 other days of the week.
- Be available to work funerals, weddings, Living Springs events as they come up.
- All staff are expected to help out where needed.
- Compensation will be based on qualifications and experience.
- A time sheet is to be turned in bi-monthly to the Executive Director of Ministries and Administration.
- Payment will occur on the 15th and 30th of each month.

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Employee Signature

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Date

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Supervisor Signature

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Date