



## Job Description

**Position Title:** Worship Coordinator  
Creative Arts

**Reports To:** Creative Arts Director  
**Revised:** 11/2025

**Department:** Worship and  
**Status:** Full Time  
**Pay:** Salary

### Primary Purpose

The Worship Coordinator supports and strengthens worship across Stonehill environments, with a large focus on NextGen ministry. This role collaborates with the Creative Arts Director, Senior NextGen Director, and other ministry leaders to plan and produce worship sets and services. The coordinator does not need to lead every environment personally but provides oversight, direction, and support for the worship teams and volunteers who serve in those areas.

### Position Requirements

- You're passionate about the Gospel and Jesus.
- Ability to schedule and block time to manage tasks and online platforms.
- You are active in our local church. You believe the church is God's plan for bringing hope to the world.
- Able to sing and play an instrument while leading others into worship through those talents.
- Coachable with the ability to take direction/constructive criticism well.
- Able to work independently, as well as with a team.
- Proficient in appropriate computer programs for this position.
- Managing a workflow and maintaining an orderly filing/storage system for all files collected and created.
- Bring your full self to every project, conversation and initiative at hand.

### Position Skills

- Proficient with Planning Center Online.
- Proficient with Ableton Live, Prime Multitracks, and other DAW programs.
- Ability to learn new technologies and programs.
- Able to research and stay current with worship trends and songs.

- Able to develop others musically.
- Works collaboratively with a team.

## Specific List of Responsibilities

### Weekly Meetings and Sunday Mornings

- Attend appropriate weekly meetings.
- Schedule weekly meetings with volunteers.
- Brainstorm and develop concepts to improve and innovate the way we reach people through ministry and worship.
- Be a part of our Sunday Worship Team on a rotational basis.
- Willingness to help in any area of the Worship team if and when time allows.

### NextGen And Other Environments Worship

- Create compelling worship services for our NextGen environments and potentially other environments (HSM, MSM, YA, Adult, Etc.)
- Lead and build worship teams for the NextGen ministries.
- Train, develop and delegate tasks to the above teams through on-the-job training, regular team trainings, one-on-one skill teaching, and other methods.
- Set a big picture vision for NextGen and potentially other worship teams.
- Lead and plan worship at our NextGen Camps (Winter/Summer).

## Qualifications

**Education:** Bible degree preferred. Bachelors degree or 2 years of experience in a related field.

**Experience:** Minimum two years leading worship at a church.

### Personal and Spiritual Requirements

- Profess Jesus Christ as your Lord and Savior
- Commitment to personal spiritual growth and healthy lifestyle.
- Models standards and expectations of leaders within Stonehill Church, including...
  1. Partnership
  2. Regular attendance at all services and Stonehill Church.
  3. Abstain from tobacco and illegal substances.

## STONEHILL'S PARTNERSHIP PATHWAY

**Staff Team Members have an expectation of upholding the Partnership Pathway of Stonehill.**

**Gather-** Each Staff Team member needs to be committed to being at Sunday services on a regular basis. Our Community Groups are an integral part of our church so it is vital to be part of a Community group.

**Grow-** It is hard to lead somewhere you have never been. It is critical that Staff Team Members are personal growing in their walk with Christ. This should include daily Bible Study and Prayer.

**Give-** Each Staff Team Member should give of their Time, Treasure, and Talents. A staff team member should serve in some ministry at Stonehill as well as committed to giving their tithes to Stonehill (10%) and offering.

**Go-** This can look different, but a Staff Team Member is going by serving in and out of Stonehill, (local community) by creating discipleship relationships where you are pouring spiritually into others.

\*This job description includes the essential functions of the job that an incumbent must be able to perform with or without reasonable accommodation. This document does not create an employment contract, implied or otherwise. The organization maintains "at will" employment. This job description is subject to review and may be revised or updated at management's discretion.