



Gardena Valley Baptist Church
Worship & Arts Pastor Job Description
Updated 3.12.2020

Accountable To: Senior Pastor

Works With: The Board of Deacons
The Pastoral Staff
The Support Staff
Core Ministry Chairpersons

Purpose: Implement the vision and purposes of GVBC by providing leadership over the Worship Ministry at GVBC.

General Responsibilities:

- 1) Implement and advance GVBC's Vision Statement (helping people discover Jesus and become his fully devoted followers), our Five Purposes of the church: Worship, Discipleship, Evangelism, Community, and Ministry, and uphold our GVBC By-Laws
- 2) Equip the saints for the work of the ministry for the building up of the Body of Christ for spiritual maturity (Ephesians 6:11-16).
- 3) Oversee Worship Ministry by leading teams, ministries, projects and provide annual goals related to the ministry area. (See "Specific Responsibilities" below.)
- 4) Faithfully steward the finances and resources of GVBC by quarterly reviews and annual preparation of the Ministry budget and related accounts.
- 5) In cooperation with the Senior Pastor set annual S.M.A.R.T. goals (Specific, Measurable, Achievable, Relevant, Time-oriented) which shall be evaluated by the Senior Pastor.
- 6) Ordained clergy can be assigned or volunteer for specific responsibilities (weddings, funerals, denominational opportunities) in coordination with the Senior Pastor.

Specific Responsibilities:

The primary role of the Worship Pastor is to draw people to worship Jesus Christ by leading and shepherding worship teams with a sensitivity to GVBC culture, overseeing all aspects of planning and execution, communicating effectively with worship team volunteers and other volunteers that support and align with the worship ministry such as the AV and creative media teams. This includes the following responsibilities:

- 1) Create a worship culture that is formed out of GVBC's values and philosophy of ministry through leading worship for most Sunday worship services and raising up leaders from all life stages to do the same.
- 2) Equip and disciple worship leaders of all ages through regular training sessions, conferences, and mentoring. Set clear direction and expectations for leaders.
- 3) Provide strong spiritual and musical direction/leadership for worship teams, including both vocalists and instrumentalists.
- 4) Organize Sunday worship teams including vocalists and instrumentalists rehearsals, schedules and coordination worship ministry preparations with the Pastoral Staff, A/V teams and the setup crew.
- 5) Recruit, audition, and disciple new worship team vocalists and instrumentalists while enlisting veteran worship team members to assist.
- 6) Along with the Senior Pastor, set the spiritual tenor of the church through worship. Form the musical direction by selecting and teaching new worship songs in coordination with the vision and direction of GVBC.
- 7) Oversee and regularly communicate with all Sunday team leaders, including: AV, creative media, guest relations, decoration, hospitality, ushers, and welcome teams, linking their efforts with that of the worship ministry to create a unified approach to Worship Ministry.
- 8) Develop and oversee special worship/musical events which may include special numbers, choirs, and the use of special vocalists and instrumentalists.
- 9) Set and manage Worship Ministry budget expenses with regular reviews and annual preparation of the Worship budget and any related accounts.

Job Skills and Requirements

This position requires a minimum of 5 to 7 years of experience as a staff member in a ministry leadership capacity. Possession of a Master's Degree in Worship/Arts, Biblical studies or related field is preferred, but not required. The successful individual will be a self-starter, not requiring a great deal of supervision, with a solid work ethic and willingness to do what it takes to get the job done. A working knowledge of Microsoft Office as well as being adept with music technology and software is a must.

Compensation

Compensation package is based on experience. A fulltime position includes health insurance and enrollment in a retirement program.