



Job Title: Pastor over Worship

Status: Full-time

Reports To: Executive Pastor

Date Revised: July 17, 2023

Leadership

- Ephesians 4:11-13 Now these are the gifts Christ gave to the church: the apostles, the prophets, the evangelists, and the pastors and teachers. 12 Their responsibility is to equip God's people to do his work and build up the church, the body of Christ. 13 This will continue until we all come to such unity in our faith and knowledge of God's Son that we will be mature in the Lord, measuring up to the full and complete standard of Christ.
- Serve as the primary leader for all worship, production and creative elements in the church.
- Leading in these ministry areas to fulfill Grace Church's vision statement & core values.
- Develop teams of volunteers & leaders that are fully qualified to serve The Lord by serving one another.
- Participate in staff meetings, creative meetings, and leadership retreats to provide evaluation and feedback to the Lead Team.
- Communicate with pastors/staff of other churches for growth, to gain insight and develop ways to improve the effectiveness of the areas you lead.

Worship Responsibilities

- Identify, invite, train and empower volunteers to be a part of worship and creative arts ministries.
- Create an anointed, excellent environment in all worship services by constant evaluation and systematic improvements.
- Oversee all volunteers and any paid staff in each of these environments.
- Use technology, media and production in all areas to supplement the worship environment.
- Meet with key staff/volunteers on a regular basis to evaluate and improve worship & creative arts.
- Manage planningcenteronline.com. Ensure that materials for the band are online at the appropriate time.

- Manage the scheduling of musicians and worship leaders for weekend services.
- Manage band rehearsals.
- Ensure that the band is able to play songs with excellence.
- Develop and manage the worship budget. Ensure that financial procedures are followed in your department.
- Plan and arrange the Sunday set with Ableton or other playback device.
- Train and equip volunteer worship leaders to lead and encourage the congregation.

Production Responsibilities

- Communicate regularly with the Production Coordinator to ensure all elements for the Worship service are ready.
- Coordinate with the Production Coordinator to plan for special services such as; Christmas Eve, Easter, Worship nights, funerals etc.

Personal Responsibilities

- Maintain God ordained priorities in your life by putting Jesus Christ first, your spouse second (if married), your children third and the ministry fourth.
- Be loyal to the vision and staff of Grace Church Melbourne and always protect the unity of the church.
- Adhere to the Grace Church Melbourne Honor Code and Staff Core Values.
- Give at least 10% of your income to the vision of Grace Church Melbourne.
- Invest and invite the lost to know Jesus, disciple them and possibly come to Grace Church.