

WORSHIP MINISTRY LEADERSHIP JOB DESCRIPTIONS AND REQUIREMENTS

1. Must have Biblical salvation
2. Must be a member of Christ Bible Church
3. Must submit and adhere to doctrinal practices of Christ Bible Church as outlined in the constitution and by-laws of Christ Bible Church

These requirements apply to anyone wishing to participate in the music/worship ministry of Christ Bible Church.

The following apply to those in leadership position

1. Must be tithers of at least 10%
2. Must be consistent in attendance on Sunday and Wednesday
3. Must attend training and development
4. Must have or develop and utilize a method of ongoing ministry evaluation appropriate to the ministry

WORSHIP ELDER

- ♪ provide vision, leadership, and oversight to the worship/music ministry
- ♪ implement the senior pastor's vision
- ♪ serve as a mediator for division heads of the ministry
- ♪ leadership training and supervision
- ♪ must have musical acumen
- ♪ must take the initiative for the vision
- ♪ elaborate and coordinate

*** must demonstrate love for the members of the ministry via

- Leadership
- Oversight
- Vision
- Encouragement and enablement

MINISTRY ADMINISTRATOR

- ♪ Facilitate meetings working with the worship elder
- ♪ Keep master calendar
- ♪ Keep all ministry files, reports, correspondence, etc.
- ♪ Communicate and coordinate all ministry events and schedules
- ♪ Act as liaison with other churches, ministries, facilities, etc.
- ♪ Point person for ministry events

MINISTRY ADMINISTRATOR ASSISTANT

- ♪ Will assist Ministry Administrator

MUSICIAN DIRECTOR

- ♪ Orchestrate & arrange music
- ♪ Facilitate communication with all directors
- ♪ Good working knowledge of all musical instruments
- ♪ Greets and hosts visiting musicians
- ♪ Hires and fires musicians
- ♪ Training
- ♪ Creates a godly atmosphere

WORSHIP TEAM LEADER

- ♪ Choose and teach songs
- ♪ Provide training
- ♪ Recruits and trains members
- ♪ Provides music
- ♪ Provides musicians with music
- ♪ Communicates songs to appropriate people

SPECIAL MUSIC COORDINATOR - *Special music is all music outside of regular established services

- ♪ Maintain a list of vocalists/musicians able to provide special music when needed
- ♪ Communicate needs of special music provider to all necessary parties
- ♪ Coordinates music when the church is away

CHOIR DIRECTOR

- ♪ Train and teach parts, dynamics, etc
- ♪ Create a repertoire reflecting a multiplicity of genres
- ♪ Choose soloists
- ♪ Choose section leaders
- ♪ Be able to recognize and analyze vocal ranges
- ♪ Assign vocalists to appropriate sections and seating
- ♪ Ability and authority to arrange music
- ♪ Ability to communicate effectively with the musicians
- ♪ Ability to understand and direct the music
- ♪ Maintain appropriate decorum

CHILDREN CHOIR DIRECTOR

- ♪ Same requirements for choir director
- ♪ Must have a good rapport with children and parents
- ♪ Must have a passion, calling, or deep desire to work with children
- ♪ Should have the gift of mercy
- ♪ Should possess an abundance of patience
- ♪ Should have some knowledge of children's voices
- ♪ Must be able to select music appropriate for children's voices

YOUTH CHOIR DIRECTOR

- ♪ Same requirements for choir director
- ♪ Must have a good rapport with youth and parents
- ♪ Must have a passion, calling, or deep desire to work with youth
- ♪ Should have the gift of mercy
- ♪ Should possess an abundance of patience

DRAMA MINISTRY LEADER

- ♪ Be able to act and teach acting
- ♪ Write and direct brief cameos for sermon illustrations
- ♪ Prepare dramas for special events, seasonal celebrations and various services during the church calendar year
- ♪ Coordinate costuming, props, and staging for drama programs when necessary
- ♪ Recruit and rehearse people participating in the drama ministry
- ♪ Work with appropriate ministries, officers and leaders to carry out the drama ministry of the church
- ♪ Create and schedule an appropriate production time line

DANCE MINISTRY LEADER

- ♪ Be able to dance and teach dance techniques
- ♪ Be familiar with various styles of dance and facilitate training of ministry members
- ♪ Choreograph and perform routines during worship service and special events
- ♪ Coordinate dance attire, banners, flags for routines

BANNER COORDINATOR

- ♪ Banner caretaker
- ♪ Arrange and place banners in the sanctuary
- ♪ Oversees all banner projects
- ♪ Effectively and properly use banners in worship and train others
- ♪ Coordinate banner processions