

POSITION TITLE: Contemporary Worship Leader

COMPENSATION TYPE: Part time, hourly, 10-15 hrs. per week. Wage DOE.

MISSION OF RC FIRST UMC:

Making disciples for Jesus Christ in downtown Rapid City.

HOW POSITION HELPS ACHIEVE MISSION:

This position is concerned with leading contemporary worship music in a way that is appealing, inviting, engaging and worshipful. We expect the discipleship, musicianship, professionalism, and care of this person will continue to help our congregation and music team grow in spirit and in knowledge. They will also oversee our sound technology needs in our Sanctuary and online, to ensure that audio quality is excellent both in-person and via streaming, that we may praise God well with all who join us.

LEADERSHIP STRUCTURE:

This position receives oversight from the Lead Pastor and works closely with the Music Director, Digital Media Coordinator, and other staff. They coordinate the training and scheduling of volunteers who assist in providing worship music and in running the sound board.

LEADERSHIP RESPONSIBILITIES / TASKS:

WEEKLY: Create a Christ-centered culture for our Worship Team to revolve around • Collaboratively plan and lead worship (playing piano or guitar as well as singing), with the team each week at 9 a.m. Sunday and as needed for other special worship services, appropriately reflecting the themes set by the scripture and Pastor for each service • Select, arrange and direct all musical offerings, making sure in compliance with our CCLI licensing; currently using Multitracks/Playback to enhance sound (optional) • Oversee the movement of equipment, chairs, etc. for the transition to the 11 am Sunday worship service • Plan and lead Worship Team weekly rehearsal, currently 6 p.m. Thursday evenings • Train and schedule volunteers for the sound board for both the 9 a.m. and 11 a.m. Sunday services, plus assist in making sure that AV coverage is available for Funerals, Weddings, and special services like Ash Wednesday, Christmas Eve, etc. • Work with Worship Team volunteers to grow them musically and develop backup leaders to lead when the Worship Leader is on vacation or ill, or arrange for an outside worship leader to fill in. • Work with the Digital Media Coordinator and AV volunteers to make sure that song lyrics are correct for each contemporary worship service. • Maintain technology licenses as needed •

ANNUAL: Provide input to the Business Administrator on the annual budget for licensing, software subscriptions and equipment needs

OCCASIONAL: Work with the Music Director, Digital Media Coordinator, volunteers, and vendors as needed for sound technology issues/purchases.

PERFORMANCE EXPECTATIONS (dress, timeliness, communication, etc.):

Office dress is casual, worship dress is casual or business casual and for high-church functions (Maundy Thursday, Christmas Eve, funerals, etc.) dress expectations may include all black or other specifics. Please check with the presiding Pastor for clarity, if needed.

Attend staff meetings, usually Mondays at 9:30 a.m. to learn/share what is going on within other parts of the church. If other employment schedule is an issue, we ask that they read the Staff Meeting minutes weekly and provide input to share updates from the Worship Team.

This position is considered a part-time role. Time should be tracked and a timesheet turned in for hours worked every two weeks or monthly. Expectations are that this person leads all 9 a.m. worship music or arranges for a replacement leader, communicates about and leads weekly worship rehearsal, attends staff meetings, and assures that all sound needs are covered by someone at all worship services, though their attendance is not mandatory at all those services.

OUTCOME EXPECTATIONS AND MEASUREMENT CRITERIA

Outcome Expectations	Measurements	Review
Establish Christ-centered teamwork culture, encouraging attitude of worship for team members	Share plan to create this with the Pastor; Volunteer evaluations for feedback and follow-up	
Increase in contemporary worship service attendance	Compare Week over Week and Year over Year metrics	
Increase in volunteer pool for help with sound board	Events are covered with “people to spare” with few, if any, last minute scrambles	
Greater stakeholder and end-user satisfaction with our audio quality	Few, if any complaints about sound quality for speaking and music online/in-person	

REVIEW PROCESS:

Under-performance, poor performance, or poor fit between the person and position would be problematic and would be promptly addressed. The Worship Leader will meet with the Lead Pastor quarterly to review performance outcomes and fit. Challenges and celebrations should be noted at each meeting and, when necessary, adjustments made to the performance plan. Notes on progress will be maintained. If, after one year of commitment to the position, it is determined that she/he is unable to fulfill his/her duties in accordance with the OBPD she/he will be requested to meet with the Board and engage in a process for ministry release.

CONTACT INFO:

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