

Job Description: Director of Worship Arts, Eastern Avenue Church

Purpose

The Director of Worship Arts provides collaborative leadership for worship at Eastern Avenue Church. The Director develops worship according to Eastern's vision by engaging and involving the congregation according to each person's gifts. This is a part-time (20 hours per week), hourly position reporting to the Lead Pastor.

This position serves a ministerial function by leading and shaping worship ministry and contributing to the spiritual formation of the congregation through music, liturgy, and the arts.

Employment Classification

This position is classified as a **part-time, non-exempt employee** under the Fair Labor Standards Act (FLSA) and is eligible for overtime compensation in accordance with applicable federal and state law.

General Responsibilities

- Lead the creative planning of worship services, collaborating with the Lead Pastor, Director of Choral and Brass Ensemble, Bilingual Worship Leader, and other staff.
- Oversee the incorporation of music, liturgy, and visual and performing arts into worship services.
- Work with musical teams and ensembles for the weekly English service.
- Work closely with office staff to prepare materials for weekly worship.
- Incorporate various art forms into worship to offer a richer experience of worshipping God.
- Participate in the life and ministry of the church.

Specific Responsibilities

The specific responsibilities are divided into three areas: Leadership, Development, and Direct Involvement.

Leadership: Sustain and Improve the Congregational Culture of Worship

- Understand and deepen, in collaboration with the Lead Pastor and the Renewing Worship Team, a congregational culture of worship through music and arts that is congruent with being a Christian congregation in the Reformed tradition.
- Articulate and implement the culture of worship with staff and volunteers.

- Identify, encourage, and integrate worshipers' artistic gifts, including music, visual arts, drama, dance, writing, and vocal and instrumental groups.
- Establish benchmarks for worship and develop processes for ongoing evaluation and continuous improvement.
- Attend bi-weekly staff meetings and quarterly Renewing Worship Team meetings.
- Oversee the worship planning process alongside the Lead Pastor.
- Oversee and collaborate with the Director of Choral and Brass Ensembles, organists, musicians, sound coordinator, and other service volunteers.

Development: Identify and Invest in the Congregation Through Invitation, Encouragement, Feedback, and Education

- Recruit, encourage, and mentor worship participants and musicians.
- Work with volunteers to incorporate the arts into worship services where appropriate, including drama, dance, and visual arts.
- Invite and involve all generations in worship.
- Maintain a ministry of encouragement to all who offer themselves in the various forms of art or in support of worship services.

Direct Involvement: Attend to the Daily Details that Contribute to an Inspiring and Faithful Culture of Worship

- Schedule all musicians and music teams (except choirs and brass ensembles).
- Take the lead on selecting music for worship teams, as needed.
- Help schedule rehearsals of musical groups, as needed.
- Attend and/or lead rehearsals, as needed.
- Oversee the coordination of worship service elements, including transitions, technology needs, and platform use during the English service.

Relationships

- Reports to the Lead Pastor.
- Directs and supervises the work of the Director of Choral and Brass Ensembles, musicians, and musical ensembles.
- Collaborates with pastors, office staff, and various volunteers.
- Serves on the Renewing Worship Team.

Characteristics and Qualifications

- A transformational love of Jesus Christ, richly informed by the Ecumenical Creeds and Reformed confessions.
- A passion to see Jesus known and experienced by others through worship.
- A passion for building and fostering a Christ-centered community through worship.
- Enthusiasm for worship ministry within a diverse congregation and neighborhood.

- Commitment to Eastern Avenue Church, its mission, vision, values, and the Reformed tradition.
- Faithful and relational leadership.
- Spiritual gifts in shepherding, community building, and encouragement.
- An affinity for excellence, thoughtfulness, and creativity.
- Effective written, verbal, and digital communication skills.
- Ability to work collaboratively with staff and volunteers.
- Ability to encourage, inspire, and develop volunteers.
- Positive conflict resolution skills.

Education and Experience

- Degree in Worship Ministry, Music Ministry, Theology, or a related field preferred; equivalent experience considered.
- Demonstrated musicianship.
- Experience in music ministry and worship leadership.
- Experience recruiting, leading, and developing volunteers preferred.

Physical Requirements

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of the position.

The position may require:

- Standing and walking for extended periods during worship services and rehearsals.
- Lifting and carrying equipment, instruments, or materials up to 25 pounds.
- Use of audiovisual, musical, and computer equipment.
- Movement throughout church facilities, including sanctuary, classrooms, and office areas.
- Evening and weekend work consistent with worship and ministry schedules.

Compensation and Benefits

- **\$25.00 - \$30.00 per hour**, commensurate with experience.
- Professional development opportunities.

Equal Employment Opportunity Statement

Eastern Avenue Church is an equal opportunity employer. Consistent with applicable federal and state law, the Church reserves the right to employ individuals who support and affirm its religious beliefs, mission, and ministry objectives.

Reasonable Accommodation Statement

Eastern Avenue Church will provide reasonable accommodations to qualified individuals with disabilities in accordance with applicable law, unless doing so would create an undue hardship on church operations.

Job Description Disclaimer

This job description is intended to describe the general nature and level of work performed by an employee in this position. It is not intended to be an exhaustive list of all duties, responsibilities, or qualifications. Duties, responsibilities, and requirements may be modified at the discretion of Eastern Avenue Church to meet ministry and operational needs.