



Summit View Church Campus Worship Director Job Description

*We exist to see a movement of disciple-making
churches advancing God's Kingdom throughout the world.*

JOB DESCRIPTION

Position Title	Department	Reports to
Heritage Park Campus Worship Director	Worship	Executive Director of Creative Arts
Employment Status	FLSA Status	Effective Date
<input checked="" type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt	October 13, 2022

Whatever you do, work heartily, as for the Lord and not for men, Colossians 3:23

POSITION SUMMARY

The role of the Campus Worship Director at Heritage Park is to create and oversee a powerful worship experience that is in alignment with the overall vision, mission, and values of Summit View Church. This role requires a firm understanding of how to lead a congregation in worship, develop leaders, as well as creatively leverage music and experience to see people meaningfully connected to Jesus. The person will be an active shepherd the campus worship team's, tech, and the congregation. This position will oversee all aspects of planning and execution of worship across the Heritage Park campus, lead in SVC Central worship elements while working collaboratively with other campus worship leaders, campus pastors, other staff, and volunteers across the Summit View organization.

QUALIFICATIONS

The Worship Director must have a strong relationship with God, a deep love and passion for the Gospel, the Bible, and the local church Gospel.

1. Fulfill the character qualifications of a deacon/pastor as taught in the Scripture (1 Tim 3).
2. The Worship Director must be an example of the type of Christ-followers that we want our people to become.
3. If married, the Worship Director must have a strong family life, as evidence by the quality of the relationship with their spouse, their children.
4. They must have greater than average musical abilities.
 - a. Vocally proficient.
 - b. Instrumentally able to lead a band and arrange music.
 - c. Proficient on a lead instrument.
 - d. The ability to draw in and mentor top musicians.

They Must:

1. Embrace the church's vision and mission for the future.
2. Unreservedly hold to the church's statement of beliefs; both primary and distinctives
3. Be comfortable with the general approach to ministry that is endemic at SVC.
4. Embrace and promote the Church's cultural DNA including SVC's behavioral values
5. Be comfortable and effective in developing personal relationships.
6. Be loving toward people, prioritizing others ahead of themselves and engendering trust from those that they lead.
7. Be inspiring and motivate others to sacrifice for God.
8. Have upfront and interpersonal communications that are both relational and inspiring.
9. The Campus Worship Director must be someone that excels as an action-oriented leader.
10. Be supportive of the expectation that the Worship Director tithe to the local body.
11. Must become a Covenant Community Partner and inspire others to do the same.

RESPONSIBILITIES

1. Champion the infusion of the Heritage Park's worship DNA
 - a. Create alignment with the church culture and philosophy of worship.
2. Possess engaging clear communication and spiritual leadership from the stage
 - a. Draw people into the presence of God through effective, excellent, and powerful worship.
 - b. Create and lead Sunday Plans each week that align with and support the messages and directions that are being given from the Campus Pastor and Central Communications.
3. Provide leadership, coaching and development for musicians within the church's worship community
 - a. Oversee the musical direction, band, and vocal leaders at the HP campus for all worship areas. Includes
 - i. Sunday Worship
 - ii. High School and Middle School Worship
 - iii. Young Adults Worship
 - iv. SV Kids Worship
 - b. Set clear direction for and expectations of worship volunteers following the Creative Arts Field Guide.
 - c. Develop each team member to his/her potential through regular and effective coaching
 - d. Expand the leadership base of the ministry by identifying, inspiring, and mobilizing future leaders, developing Coaches, Leaders and Volunteers
 - e. Provide strong spiritual and musical direction/leadership of band and vocal volunteers during rehearsals
 - f. Schedule serving teams
 - g. Create an environment that supports feedback, opinions, and ideas from those in and around the ministry; as well as a culture that regularly seeks God and celebrates the fruit He has provided.
4. Participate in Creative Worship, Arts Leadership and Communications teams
 - a. Serve as an active member of creative team bringing support in church-wide creative direction
 - b. Assist in communication's team meeting all weekly media deliverables
 - c. Lead SVC Central Worship activities

- i. Central Audition Worship Process
- ii. Manage the Central Worship Songlist and CCLI licensing
- iii. Central Worship Activities like Together, Good Friday, Worship Nights, Special Projects, Holiday projects, etc

Reporting Structure

1. The Campus Worship Director reports directly to Heritage Park Campus Pastor, while working in close conjunction with the EP of Operations and Communications. (Dotted line)
 - a. The Campus Worship Director will lead the worship team at Heritage Park, made up of leaders and key volunteers who together carry out the overall direction the ministry
 - b. The Campus Worship Director will have direct responsibility for the Campus Tech who will also dotted line report to Central XP of Operations.
2. The Campus Worship Director works in collaboration with the Lead Pastor and Campus Pastors.
3. All employees ultimately work at the pleasure of the Elder Board

About the Position

1. This is a full-time position
2. It a licensed position
3. It provides full medical insurance to the director and their family
4. There is a 403 B retirement plan in place
 - a. Summit View Church participates with a matching contribution.
5. Dental Insurance for the director
6. Phone stipend

SCHEDULE: 40 HOURS PER WEEK

The following schedule is an outline of the hours our administrative staff is expected to be available. Times will flex based on the work needs of the role. I.e. Rehearsals and evening worship.

Monday (8 Hrs) | Tuesday (8 Hrs) | Wednesday (8 Hrs)
Thursday (8 Hrs) | Friday (Off) | Saturday (Off) | Sunday (8 Hrs)

PHYSICAL DEMANDS & WORK ENVIRONMENT

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions. While performing the duties of this position, the employee is regularly required to dialogue with others as well as use their hands to touch and perform various functions. The employee is occasionally required to stand, walk, sit, reach with hands and arms, balance, stoop, and/or kneel. The employee must occasionally lift and/or move up to 25 pounds. The noise level in the work environment is usually moderate.

Note

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give

instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Summit View Church is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.