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**Ozark, Missouri**

Position Description

**Job Title:** Minister of Worship

**Status:** Part Time Position

The following description is intended to describe the general nature and level of work being performed. It is not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required. It is derived from, and subject to, the bylaws of Selmore Baptist Church.

**POSITION SUMMARY:**

The minister of worship is responsible to the senior pastor for planning, conducting and promotion of the music/worship programs of Selmore Baptist Church.

**ESSENTIAL WORSHIP MINISTER DUTIES AND RESPONSIBILITIES:**

* Lead the worship ministry team to plan, promote, conduct and evaluate church musical programing, including choirs, praise teams and other vocal and instrumental groups.
* Work with the worship ministry team to enlist volunteers for the church music and worship ministry, including the audio/video booth.
* Oversee/train volunteers in the audio/video booth, ensuring the booth is sufficiently staffed each week, and that all slides, video clips, sound levels etc. are prepared for the worship service.
* Supervise the work of musicians, praise teams and choir volunteers.
* Coordinate the music and worship program with the other ministries of the church by participating in scheduled church council meetings.
* Assist the senior pastor in planning all worship services.
* Arrange and provide music for weddings, funerals, special events and other church-related activities upon request by the senior pastor.
* Maintain music collection, materials, supplies, musical instruments and other equipment.
* Minister to all members through the selection of a wide variety of scripturally faithful music.
* Prepare an annual worship ministry budget for approval. Administer approved budget.
* Preach/teach, if called upon, in the absence of the senior pastor.
* Assist the senior pastor with pastoral care.
* Meet regularly with other pastors in the church for prayer, encouragement and accountability.
* Perform other duties as assigned by the senior pastor.

**KNOWLEDGE, SKILLS AND ABILITIES REQUIREMENTS FOR WORSHIP MINISTER:**

* Exceptional music presentation skills and the ability to speak confidently before groups.
* Quality leadership skills.
* Commitment to good interpersonal relationships, teamwork and a pleasant personality.
* Knowledge of music/sound systems.
* Basic ability to use essential computer software and social media.
* Ability to read music.

**ADDITIONAL REQUIREMENTS:**

* Have a personal relationship with God through Jesus Christ.
* Have followed the biblical mandate of believer’s baptism.
* Meet qualifications set forth in 1 Timothy 3:1-7 and Titus 1:5-9.
* Commitment to ongoing personal spiritual growth.
* Must become a member of Selmore Baptist Church.
* Practice tithing for the support of the church.
* Attend staff meetings as required.
* Ability to deal with conflict in a healthy, biblical and constructive way.
* Sufficient good health to perform duties/responsibilities effectively.
* Must pass criminal and personal conduct background check.
* Abstain from the use of alcohol, marijuana, and all illegal drugs.
* Ability to listen effectively and to communicate clearly, both orally and in writing.
* Commitment to confidentiality regarding the church, church staff and church members.
* Must be diligent and well organized.
* Must be a team player.
* Must be in agreement with the “Baptist Faith and Message 2000.”

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Physical demands and working conditions described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have read this position description and fully understand the requirements. I agree to follow the requirements of the position and will perform all duties and responsibilities to the best of my ability.

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Signature Date