

Calvary Baptist Church of Elgin is seeking a committed part-time Worship Leader. Worship services utilize a blended style of music. Resumes can be e-mailed to calvarybaptist551@sbcglobal.net; telephone inquiries to 847-695-5890, the mailing address is 551 Arlington Ave. Elgin, IL 60120.

WORSHIP LEADER

The Worship Leader will organize and lead the music ministry of the church and assist the pastor during worship services.

Ministry Area/Department	Music
Position	Worship Leader
Accountable To	Pastor
Ministry Target	Congregation
Position Is	Paid part-time staff
Position May Be Filled By	Other approved individual
Minimum Maturity Level	Stable, maturing Christian
Spiritual Gifts	Administration o Exhortation o Pastor/shepherd
Talents or Abilities Desired	Good leadership skills o Organizer o Experience in directing a choir or musical group
Best Personality Traits	Dependable o Consistent o Neat o Good character o Organized
Passion For	Exalting God, exhorting the saints and influencing the lost through music
Length of Service Commitment	No minimum; mutual agreement

ANTICIPATED TIME COMMITMENTS

1. **Doing ministry/preparing for ministry:** eight hours a week; more during special events.
2. **Participating in meetings/training:** Participation in local and national conferences as is deemed necessary.

RESPONSIBILITIES/DUTIES

1. Oversee the music ministry of the church.
2. Organize, maintain and update the music library.
3. Choose music for and lead Praise Team in introducing new music to the congregation.
4. Schedule and facilitate rehearsals for Praise Team and special choirs.
5. Select congregational songs to be used in the weekly worship service, integrating special music schedule, being mindful of seasonal themes and communion or other special services; this may occasionally include specific sermon topics. Lead congregational singing.
6. Plan and provide order of worship to musicians, praise team, pastor and secretary in timely manner, ideally 7-8 days before service.
7. Maintain musical instruments and arrange for tuning and upkeep; this could be coordinated with Church Secretary.
8. Supervise and schedule church pianist, organist, other musicians and singers.
9. Plan and direct Christmas and Easter musicals.
10. Coordinate with audio-visual technicians as needed.
11. Oversee budget and expenditures for the music ministry; this would include coordinating with the Children's Choir Director.