

# Royal Redeemer Lutheran Church

## Position Description

Position title: Worship Coordinator  
Immediate supervisor: Senior Pastor  
Department: Worship  
Date: 5/31/2016  
Salary grade: TBD

### Position summary:

To *Make and Grow Disciples* by developing a well-rounded worship experience to meet the needs of the congregation and to provide leadership for and supervision of staff and volunteers involved in this ministry

### Key Responsibilities:

- Coordinate all parts of the worship services with the senior pastor
- Research and select appropriate music for worship services
- Recruit, rehearse and direct musical groups for participation in services
- Recruit and work with drama teams for participation in worship
- Direct the production of video presentations for worship services
- Lead the worship setting at least 3 weekends per month
- Plan and schedule worship assistants, greeters, and anyone else who may be needed during weekend worship services

### Position Requirements:

Education: Minimum of bachelor degree (Master degree is preferred) in music. Preferred but not required to be a rostered LCMS church worker.

Experience: Prefer a minimum of 5 years experience.

### Skills/knowledge:

- Must have excellent musical ability, including proficiency at vocals, and plays an instrument
- Excellent knowledge of the Bible
- Technological competency

### Critical competencies:

- Excellent planning and organizing
- Excellent Communications/Conflict resolution skills
- Ability to work across ministry departments for the common good of the congregation (teamwork)
- Proficiency at playing a musical instrument
- Ability to lead worship services

### Scope of position:

Physical requirements: No special requirements necessary

Hours: Full Time

Financial responsibilities: Must provide a detailed budget of revenues and expenses for his/her area of ministry and perform within that budget during the fiscal year.

Other issues: None