

Rochester Covenant Church

Reflecting God's Love, Centered on Christ, Caring for Community

Interim Director of Worship

Job Description	
Job Title:	Interim Director of Worship
Hours:	20 hours weekly
Timeframe:	Minimum of 6 to 12 months
Inquiries:	Please submit resume and cover letter to office@rochcov.org

Purpose and Values:

The Interim Director of Worship works in partnership with the Lead Pastor and the Worship and AV media teams to lead our congregation in worship services that meet and welcome all kinds of people where they are. The aim is to draw them together in awe before God and the gospel and invite them into a deeper faith both, in-person and online, by planning, coordinating, and assisting in the leading of weekly worship services, special services, and other worship-related events.

Scope:

Plan regular and special worship gatherings in collaboration with the Lead Pastor, staff, and ministry teams, including songs, contributors, structure, and other elements. Our worship services are blended in style, welcoming to people, centered on Christ, and support the larger mission and direction of RCC.

Gather and schedule volunteer contributors and teams. We have a large group of skilled musicians, vocalists, and other contributors who have a lot to offer our communal worship. We aim to welcome and invite a variety of styles, generations, and the congregation as a whole into worship.

Lead worship and other elements of services and practices as planned. Develop, support, schedule, and build volunteer teams.

Qualifications:

- A growing faith in and relationship with Jesus Christ.
- Excellent people skills, patience, and the ability to gather lots of different people around the same goal.
- Worship leading experience both vocally and instrumentally
- A heart for worshipping God, having the ability to help the congregation connect with God.
- A team player who can recruit, develop, and work with volunteers on the worship team.
- Preferred experience with ProPresenter, Planning Center Online, and Livestreaming. (See below)
- Self-motivation and organizational skills, requiring minimal supervision.

Regular and Ongoing Tasks and Jobs

Plan

- Develop the congregational worship experience so the congregation is growing in worship of Jesus Christ.
- Meet with the Lead Pastor and staff to lay out and plan weekly congregational worship and special services (Holy Week, Christmas Eve, etc.).
- Collaborate, gather, and include the wide range of musical offerings available at RCC.
- Timely and effective communication with the church office and staff about Sunday worship, rehearsals, and other events.
- Keep organized records, including up-to-date registry of participants in Planning Center Online.
- Support the overall mission and fellowship of Rochester Covenant Church.

Gather

- Schedule worship team members (musicians and vocalists) weekly for Sunday worship and rehearsals using Planning Center Online.
- Assist volunteer choir director and accompanist in planning and scheduling choir on selected Sundays, special services, etc.
- Work with the Lead Pastor to recruit and schedule other volunteers (readers, communion servers, etc.) as needed.
- Coordinate with volunteer organist in music selection on Sundays when organ will be utilized.
- Work with Sound and Media Team leaders, who schedule sound and media tech weekly and for special services.
- Schedule Livestream tech weekly.

Lead

- Audition and interview all persons who indicate an interest in being involved with the worship team to ensure basic competency, appropriateness, and readiness for worship ministry.
- Meet with and support contributors and the worship team.

Organizational Relationships:

Reports to Lead Pastor or their designee. Works collaboratively with all Program and Support Staff, and Worship and Music Ministry Team Leaders. Works within the guidelines of the Congregation's Constitution and By-Laws, personnel policies, and the beliefs and values of The Evangelical Covenant Church.