



## Chesterfield Baptist Church

### Worship Director Job Description

- I. Position:** Worship Director
- II. Location:** 16530 Hull Street Rd. Moseley, VA 23120
- III. Time Requirement:** Part-time (approximately 20 hours/week)
- IV. Position Reports to:** Pastor
- V. Principal Function:** To plan, craft, and execute creative worship services and dynamic music programming capable of inspiring and connecting people with God.
- VI. Responsibilities:**
  - A. Works with the pastor to plan weekly worship services.
  - B. Recruiting, equipping, and coordinating volunteers to lead and assist in music and worship.
  - C. Plans and facilitates the strategic and creative growth of all worship and tech ministries.
  - D. Develops and manages music and worship budgets to effectively implement ministry.
  - E. Develops and maintains a ministry accessible to and welcoming of every individual.
  - F. Works and coordinates with ministry leaders and staff, and makes every effort to participate in all staff functions and business meetings.
- VII. Fundamental Requirements**
  - A. Adhere to Christian values.
  - B. Faithful attendance and punctuality.
  - C. Operate with integrity.
  - D. Perform quality work within deadlines with or without direct supervision.
  - E. Interact respectfully and professionally with other employees, church members, suppliers, etc.
  - F. Work effectively as a team contributor on all assignments.



- G. Work independently while understanding the necessity for communicating and coordinating work efforts with other employees and church members.
- H. Protects the confidentiality of minors.
- I. Responsible to report to authorities any suspected instances of child abuse or neglect.
- J. Basic computer skills including familiarity with web browsing, e-mail, word processing, spreadsheets, and social media.
- K. Have and maintain a clean driving record.
- L. Must pass a criminal background check.