

**Position:** Director of Contemporary worship and Audio/Visual Technology

**Position reports to:** Lead Pastor

**Status:** Part-time

**FLSA:** Exempt

**Responses:** Submit resumes to [apply.trinityumc@gmail.com](mailto:apply.trinityumc@gmail.com)

**Job Summary:** With the help of God, the Director of Contemporary Worship and Audio/Visual Technology is a ministerial position with the overall responsibility for planning, leading and facilitating contemporary worship services within the church, specifically the 9:30am Rivers of Life service as well as other contemporary worship services as needed. This position requires a creative and organized individual who is proficient in modern worship styles, lead as vocalist and instrumentalist, lead worship teams, select appropriate music, and manage the audio and visual elements necessary for a dynamic and engaging worship service. This position also oversees the audio/visual/livestream production of all three Sunday worship services and other special services as needed.

**Hours Required:** Approximately 20 hours week to include planning rehearsals, praise team practice, and coordination with lead pastor and volunteers.

**Essential Functions:**

1. **Worship Leadership:**
  - Plan, coordinate, and lead contemporary worship services, including music selection, worship team rehearsals, and service flow.
  - Proficient both as vocalist and instrumentalist (guitar and/or piano) in contemporary music styles
  - Create an atmosphere of worship through engaging music and spiritual leadership.
  - Foster a worship environment that connects with and inspires the congregation.
2. **Music Selection and Arrangement:**
  - Select songs and hymns that align with the church's mission and theology.
  - Arrange and adapt music for the worship team and congregation.
  - Incorporate a variety of musical styles and genres to appeal to a diverse congregation.
3. **Worship Team Management:**
  - Recruit and lead volunteer musicians, instrumentalists, and vocalists.
  - Conduct weekly/regular rehearsals to ensure musical excellence and praise team cohesion.
  - Provide leadership and guidance to team members.
4. **Collaboration:**
  - Attend monthly staff meetings, Worship Committee meetings, and other meetings as required.
  - Collaborate with the Senior Pastor and other church staff to ensure alignment with the overall worship ministry.
  - Work with the Director of Traditional Worship and other musicians to foster a unified worship experience of Trinity UMC.
  - Coordinate with the Director of Communications to promote worship services and events.
5. **Audio/Visual Oversight:**
  - Recruit, train, and lead Audio/Visual volunteers.

- Ensure that visuals for scriptures, song lyrics, responsive readings, etc. are created for easy reading on large overhead projection screens.
- Oversee the setup and operation of audio/visual equipment, including sound systems, lighting, and projection.
- Ensure Live-Streaming and/or video recording of worship service(s).
- Coordinate and assist in stage design and management support for live performances including microphone placement, musical instrument placement, and lighting.
- Troubleshoot and maintain audio/visual equipment to ensure functionality and quality.
- Operate the soundboard for special events, weddings, and memorial services as needed  
Additional compensation may apply.

**6. Administration:**

- Oversee the proper use, storage, inventory, and maintenance of the Family Activities Center and Rivers of Life equipment
- Maintain compliance with copyright laws.
- Develop and submit annual budget requests for the continued operations of contemporary worship.

**7. Professional Development:**

- Stay current with worship trends, technology, and best practices.
- Pursue ongoing personal and professional growth in the areas of worship leadership and audio/visual production.

**Qualifications:**

- A deep personal faith and a commitment to Jesus Christ and Trinity United Methodist Church's mission and values.
- A higher degree in music is given preference.
- Demonstrated proficiency in worship programs such as MS Windows, PowerPoint, Easy-Worship, ProPresenter, MediaShout and live-stream software is highly desired.
- Experience in leading contemporary worship services and managing worship teams.
- Proficiency in audio/visual technology and equipment operation.
- Strong interpersonal and communication skills.
- Ability to work collaboratively with staff, volunteers, and congregants.
- A heart for worship and a desire to facilitate a meaningful worship experiences.

**Core Competencies:**

- **Compassion:** Genuinely cares about people; is concerned about their work and non-work problems; is available and ready to help; is sympathetic to the plight of others not as fortunate; demonstrates real empathy with the joys and pains of others.
- **Manages conflict:** Deals with problems quickly and directly; remains calm; steps up to conflicts, seeing them as opportunities; reads situations quickly; focuses while listening; settles disputes collaboratively and equitably; finds common ground and gets cooperation.
- **Delegation:** Clearly and comfortably delegates both routine and important tasks and decisions; broadly shares both responsibility and accountability; trusts people to perform; lets those who report directly finish their own work.
- **Motivating others:** Creates a climate in which people want to do their best; can motivate many different individuals and groups; empowers others; shares ownership and visibility; makes each participant feel valued.

- **Organizing:** Can gather and organize resources (people, funding, material, support) to get things done; can orchestrate multiple activities at once to accomplish a goal; can use resources effectively and efficiently.
- **Planning:** Accurately assess the length and difficulty of a project; sets objectives and goals; breaks down work into process steps; develops schedules and task/people assignments; anticipates and adjusts for problems and roadblocks; measures performance against goals; evaluates results.
- **Managing vision and purpose:** Articulates and supports the vision and mission of Trinity United Methodist Church; communicates a compelling and inspired vision for ministry; talks beyond the here and now to a larger sense of purpose; creates a compelling vision of possibility, hope and optimism; helps others to own the vision.
- **Developing volunteers:** Able to identify raw talent and recruit capable people into positions of responsibility; provides challenging and stretching tasks and assignments for others to do; delegates appropriately; builds people up; maintains open and active dialogue with volunteers; communicates expectations clearly and holds people accountable.
- **Interpersonal relationships:** Relates well to all kinds of people, inside and outside of the congregation; builds appropriate rapport; builds effective and constructive relationships; uses diplomacy and tact; is regarded as a team player.

**This is a part-time position, and the Director Contemporary Worship and Audio/Visual Technology will report to the Senior Pastor, depending on the church's organizational structure.**