

UPTON VALE BAPTIST CHURCH



JOB DESCRIPTION

Position: Music Co-ordinator

Responsible to: Senior Pastor

Purpose of the Post

To enable, facilitate, develop and administer the corporate worship of Upton Vale Baptist Church (e.g. Psalm 100). To encourage worship as a lifestyle (e.g. Romans 12:1,2) that offers God thanksgiving, praise and inspires us to serve.

You Will Be:

- A worshipper who is passionate about leading others into a deeper experience of the Lord.
- A person who exemplifies the fruits of the Spirit in Galatians 5 – 22 in all aspects of your ministry and life.
- An Evangelical Christian who subscribes to the Evangelical Alliance Basis of Faith and to the Baptist Union Declaration of Principles, and open to the renewing work of the Holy Spirit in matters of faith and conduct.
- A person with strong interpersonal and proven leadership skills. Able to release and mentor others and an enthusiastic and encouraging team leader.

What you will be expected to do

The five headings below are critical to the ministry of Upton Vale Baptist Church.

Worship

- Be a worshipping member of Upton Vale Baptist Church and lead others into worship.
- To discern appropriate and varied styles of worship using both traditional and contemporary songs.
- To work closely with the wider team in all aspects of worship.
- To take responsibility for worship leading whilst at the same time delegating to and developing volunteer worship leaders.

Discipleship

- To pastor and manage the music ministry team.
- Be a person who continues to grow and mature in your faith through prayer, reading the bible and developing accountable relationships.
- To identify and develop potential worship leaders and music team members of mixed ages and abilities and support their development.

Servant

- To work with the existing music ministry team to develop skills and their own experience of worship.
- To use your gifts and abilities to build up the church.
- To work closely with the staff team, Church Leadership Team and volunteers to develop new initiatives.

Community

- To be part of the community of Upton Vale Baptist Church.

Witness

- To be musically involved in Outreach throughout the year and at Major Festivals etc.

Working Relationships

- Senior Pastor – Line Manager.
- Music Ministry Team – Leadership and pastoral.
- Church Leadership Team (CLT) – Strategy and Vision.

Personal and Ministry Skills and Attributes

Essential

- Devotion to Jesus Christ and His purpose in the world.
- Passion for music and worship.
- Successfully worked before as a leader of music in a church.
- Proficiency in at least one instrument and some significant formal music training.
- Appreciation of the importance of music and creative elements required in a worship context.
- Able to manage own workload with minimal oversight.
- Able to lead a team successfully.
- Committed to personal development.
- Effective Planning skills.
- Team Player.

Preferable

- A music qualification equivalent to degree or diploma and/or proficiency in an instrument at Grade 8.
- Baptised as a believer.
- Some significant formal music training.
- Able to arrange and lead large public events.
- Knowledge of PA and ability to oversee its use in church.
- Sense of humour.
- Baptised as a believer.

General Duties

- Manage and monitor the worship budget.
- Undertake relevant training as requested.
- Administer the music team.

Nature of the Post

- Permanent contract with a probationary period of six months.
- Hours worked will be 24 per week which will be flexible and include some evening work and 42 Sunday mornings per year.
- Five weeks holiday per year.
- Office space will be provided on church premises.
- The post requires a CRB disclosure.
- Remuneration is up to £14,000 per annum plus 5% pension contribution.