

# **Covenant United Methodist Church**

## **Job Description: Worship Arts Ministry Coordinator**

### **Mission Statement of Covenant**

*We Invite All Generations to Journey Together Toward a Transforming Faith.*

### **Reports to** Pastor and Staff Parish Relations Committee (SPRC)

**Job Summary** To provide a well-developed worship arts program that enhances the worship at Covenant United Methodist Church. This will include the coordination of the various music ministries as well as the development and use of other art forms in the worship setting. Music groups include choir, handbells, drums, marimbas & praise team.

### **Responsibilities and Duties**

- Coordinate music for all music groups for worship services;
- Plan and schedule music ministry groups for worship services;
- Meet with pastor on regular basis for coordination of worship services, planning for special seasons of worship (i.e. Lent, Advent, etc);
- Coordinate and oversee rehearsal schedules for all groups and soloists as well as for drama, or other forms of creative expression;
- Coordinate with the Elementary Education ministry team for musical needs (VBS, Advent, etc);
- Supervise and assist with sound board ministry;
- Attend monthly worship committee meetings;
- Attend and participate in staff meetings; and
- Other duties as assigned by Pastor.

### **Qualifications**

- Regard music and arts as central to worship for a strong and vital church;
- Major or minor in Music and/or Music Ministry is preferred, but not mandatory;
- Be a strong leader with a heart for Christian ministry compatible with the Methodist faith and tradition;
- Strong, broad based background in music or music ministry;
- Work well with different musical abilities, and various ages;
- Be able to coordinate all aspects of creative expression during worship services;
- Be able to organize, recruit, and strengthen the talents of volunteers in music ministry, helping them grow spiritually as they glorify God by sharing their creative gifts; and
- Create a high level of enthusiasm to the worship ministry of Covenant United Methodist Church, and in outreach to community.

### **Hours & Timing**

\$10,000 to \$10,500 (Part-time ministry position- 15 hours/week)