

**First United Methodist Church**  
**Howell, MI**  
**Director of Worship**  
**Job Description March 13, 2025**

**Working Relationships:**

- Reports to the Lead Pastor.
- Provides guidance and direction as required for the worship team.
- Interacts closely with the pastors, staff, church leaders, and groups.

**Principal Duties & Responsibilities:**

The Director will plan, coordinate and lead our band-led worship service through prayer, scripture, music and worship arts to enhance the worship experience, helping many people be part of the Worship Team and share their ministry gifts in worship. The Director will lead the Worship Team to consistently plan and sustain an excellent and creative worship experience. Under the direction of the Lead Pastor, the Director will:

- Ensure the various aspects of the band-led service are in direct correlation with our primary mission field (selection of music, media, etc.)
- The Director will establish worship goals and strategies that align with the church Vision, Mission, and Annual Goals, and help the church engage with new people beyond the current congregation.
- Oversee and coordinate the music selection, media preparation and presentation for the 9 am Band-led service.
- Oversee and coordinate the media preparation and presentation for the choir-led 10:30 am service.
- Oversee, recruit, and provide support for the Worship Team and the Audio/Video tech teams.
- Direct and lead the Band-led worship service rehearsal.
- Lead ensemble and congregation during worship service or assign the role.
- Attend worship planning and staff meetings and collaborate with other church leaders.
- Schedule/host concerts featuring regional, local, and/or church congregants. Current plan: monthly concert on Wednesday nights.
- Manage livestream of worship, pastor's VLOG, and special events, archive on YouTube, etc.
- Provide general technical support around the church.
- Ensure proper care of instruments; order worship supplies for band-led service, manage related budget, adhere to music licensing guidelines.
- Other related duties as assigned.

## **Education, Skills, and Experience:**

Minimum education, skills, and/or experience required:

- Have a strong and personal commitment to Jesus Christ and Christian Discipleship
- Have an appreciation for and support for diverse worship styles
- Excellent interpersonal skills for working in a team environment
- Demonstrated experience in leading a Band-led (contemporary) worship service, including prayer, scripture, praise, and continuity of the worship service
- Demonstrated ability to sing and lead others in song. Ability to play guitar and/or keyboard
- Must be comfortable with public speaking and performing
- Experience in building teams and recruiting effective support team members, vocalists, and instrumentalists.
- Strong organizational and prioritization skills with attention to detail. Ability to delegate tasks. Implement and support projects, and follow through to ensure the job is completed.
- Office skills, including use of standard office equipment, communication media, computer, and software.
- Minimum of HS diploma. A Bachelor's degree or higher is preferred.
- Participate in learning and professional development opportunities relevant to worship.

## **Hours/Salary**

- Part time salary starting at \$16,000/year based on 18 hours per week.
- Work hours include weekday evening music rehearsal, Sunday worship services, seasonal holiday services, special rehearsals as needed, planning with the Worship Team, Staff Meetings, and special events. This is a remote-work friendly position.