

**Job Description – Worship Associate: Part-time Contract Position  
King’s Community Church, Oakville, ON**

**GENERAL DESCRIPTION**

The Worship Associate will work with the Lead Pastor to provide oversight and coordination of celebrative, meaningful worship services and oversee the church’s music ministries and ensembles (as needed). One year contract – to be reviewed annually.

**REPORTING RELATIONSHIP**

Accountable to the Lead Pastor

**TIME COMMITMENT (8-10 hrs per week)**

8 – 10 hours per week, includes:

- Participation in staff meetings (bi-weekly)
- Practise time with worship team
- Sunday morning worship services
- Planning Center Online Interactions

**SALARY**

\$10,000 per annum

**DUTIES AND RESPONSIBILITIES**

1. Attend and contribute to Sunday morning worship gatherings (weekly)
2. Lead worship two times each month (includes planning and practices)
3. Encourage and support other worship leaders, continuing to foster and strengthen the team based approach at King’s
4. Manage the worship schedule, by administering and using Planning Center Online tool (including Sundays and special seasonal gatherings – Christmas, Easter, etc.)
5. Coordinate the worship schedule in conjunction with Lead Pastor and other staff utilizing the people and resources within King’s, i.e. musicians, vocalists and current worship leaders
6. Mentor appropriate people for the worship ministry, working with and encouraging them to develop their musical gifts, as well as, leading in worship
7. Participate in regular feedback, evaluation and planning of worship gatherings by being part of the bi-weekly staff meeting
8. Bring vision, foster growth and develop the music ministry
9. Be familiar with the sound system and assist in coordinating and communicating with those in this ministry

**JOB REQUIREMENTS**

1. Able to clearly articulate his/her Christian faith and theological understanding of Christian worship.
2. Experience and/or education in the music field and familiarity with classical anthems, hymns, praise and worship music
3. Pianist and/or Guitarist (other instruments an asset)
4. Able to work with and provide leadership to worship team(s), ensemble(s), children
5. Computer skills (able to maintain timely communication with staff by email and social media)
6. Able to maintain confidentiality
7. Successful clearance of Police Record Check for the vulnerable sector.