

Worship Associate Director



Accountable to: Lead Pastor

- Serves on a yearly basis at the recommendation of the Lead Pastor.

Direct Report: Worship Pastor

- Member of the Worship Ministry Team.
- Receives a bi-yearly review with the Worship Pastor and Executive Pastor.
- Receives ongoing coaching from the Worship Pastor.

Status: Full-time

Purpose

Works alongside the Worship Pastor and Production Director to provide support, expertise, and skilled work to the worship and production ministries at all campuses. Assists in worship leadership and worship band development to enhance the worship experience at all campuses. Will function successfully in a team environment and in collaboration and cooperation with the Campus Pastor, Worship Pastor, and campus volunteer teams enabling the church to fulfill its mission.

Overall Staff Expectations:

- It is expected that the employee be a regular part of the community of All Shores. There is an understanding on the employees' part that they be invested in All Shores spiritually, relationally, emotionally, physically and financially, which includes involvement in the lives of people and ministries of All Shores. The desire would be for the employee to be in process of pursuing or transferring church membership if they are not a member already.
- Continually seeks to help fulfill the stated mission, vision and core values of All Shores and the staff.
- Is a regular part of staff and leadership meetings, staff chapels and strategic planning sessions.
- Maintains regularly scheduled hours as agreed upon with the Worship Pastor.
- Performs other duties as requested by the Lead Pastor or Executive Pastor.

Key Attributes:

- Clear testimony of faith in Jesus Christ.
- A primary expectation is to serve as an "equipper" and to coach to others, demonstrating strong leadership gifts, qualities, and abilities.
- Preferred: bachelor's degree and 2 years' experience in worship and/or production.
- The passion to work hard (commitment to excellence and personal responsibility) as well as to play hard.
- Has regular rhythms and goals to stay healthy in personal life.
- Heart for personal spiritual growth (abiding) and evangelism (conversion culture).
- Works well in a collaborative/team driven environment-departmentally and staff wide.
- Ability to work in a fast-paced environment with composure, professionalism, and flexibility.

Gifts and Traits expected for this role:

- Organized, creative, and innovative in ministry approach.
- Relational, outgoing, and can build and extend trust with others.
- Willingness to learn new things and further develop current skills.
- A desire to take initiative and be inventive, but also the internal drive to follow through on commitments.
- Ability to shepherd people and build meaningful relationships through care, discipleship, and skill training.
- Ability to problem-solve and develop solutions.

- Giftedness in creating a worship experience through the expression of music.
 - Exhibits a deep, personal walk with the Lord that flows into the execution of worship services.
 - Ability to provide input to service order and flow of service elements (transitions).
 - Proficient musical skills and leadership, as well as proficiency in multiple instruments preferred (guitar and/or keys experience preferred).
 - Capability to develop other musicians who have a desire to grow in their proficiency.
 - Proficiency in Planning Center Online (PCO) and Multitracks Playback preferred.
- Displays an intermediate level of skill in production elements, including areas of live audio/visual, web maintenance, video production, IT, and studio recording.
 - Proficiency in Logic Pro X or similar DAW preferred.
 - Experience in Adobe Creative Suite preferred (Photoshop, InDesign, Illustrator, Premiere Pro).
- Can maintain flexibility and adaptability to changing priorities.

Responsibilities:

WORSHIP

1. Supports the Worship Pastor's charge to carry out All Shores worship "DNA" at all campuses.
2. Encourages the cultivation of a heart of worship by first living it out personally, and by discipling worship team members and the congregation.
3. Promotes and supports All Shores' worship theology and advances it through personal relationships and service execution.
4. Assists the Worship Pastor with planning worship service elements, scheduling volunteers, and communicating to Sunday service participants.
5. Participates in creative planning meetings as part of the Worship Ministry Team.

PRODUCTION

1. Works alongside the Production Director with various production projects (stage design, video creation, technology installs)
2. Drives All Shores Music projects and initiatives in coordination with the Worship Pastor.
3. Works with Worship Arts team to create a storytelling culture at All Shores (sharing testimonies of how God is moving) through video production and other creative expressions.

VOLUNTEER AND WORSHIP/PRODUCTION PERSONNEL

1. Leads and coaches campus worship volunteers by building meaningful relationships, driving the Worship Pastor's vision to build a culture of care and connection and encouraging growth in skillset and proficiency.
2. Assists the Worship Pastor, Production Director, and Muskegon Campus Pastor with volunteer recruitment, and training efforts at all campuses.
3. Assists Muskegon Campus Pastor with volunteer scheduling as needed.

WEEKEND SERVICES

1. Serves on the Sunday worship team 3x per month.
2. Serves in the role of Music Director in Spring Lake by providing a voice of leadership on the platform, helping to run the rehearsals, navigating the band through musical transitions, and fueling the worship leader with clear ideas that can create a moment where people can interact freely with God. Develops a team of volunteer Music Directors.
3. Assists the Worship Pastor with the coordination of weekly service elements across all campuses (primary communicator and executor).
4. Provides musical, technical, and administrative support to worship team, tech team, and service participants as it relates to executing Sunday services in Spring Lake.
5. Provides programming and creative leadership to service planning under the direction of the Worship Pastor.

6. Prints charts and service orders for Worship Band, Production Team, and Service Participants at all campuses.

ADMINISTRATIVE AND DIRECTORIAL DUTIES

1. Oversees and coordinates contract workers for weddings, funerals, and other special events that take place at the church.
2. IT – works alongside the Production Director in providing troubleshooting and basic IT skills for the maintenance of office computer and network needs working with support from our contracted IT company.
3. Assists the Worship Pastor and Production Director with the maintenance and upgrading of worship and technical equipment in all campuses.
4. Other tasks/responsibilities as assigned by the Worship Pastor, Executive Pastor, or Lead Pastor.