

Cross of Grace Lutheran Church, Position Description

Position Title: Contemporary Worship Music Leader
Reports To: Pastor Mark Havel, Worship and Music Team Leader
Position Type: Part-time (10-15 hours/week)
Date: July 2021

Essential Functions

1. Provide leadership for the weekly contemporary worship service, as well as special worship services including Christmas Eve and Easter Sunday.
2. Choose a combination of music, in consultation with the pastoral staff and other musicians, which enhances congregational worship. Music should be chosen from a variety of praise music, contemporary and traditional hymnody, and with a concern for the church calendar and lectionary.
3. Choose music in advance of its use in worship, providing such selections to the pastoral and administrative staff per a predetermined schedule, for the sake of bulletin production and worship planning.
4. Prepare music for, and rehearse weekly, with the worship band and vocalists.
5. Arrange selected music for the worship band as needed.
6. Ensure that selected music is covered by necessary copyright licenses. Reimbursement for music will be provided by the congregation. Any expenses in excess of \$25/month should first be approved by the pastor or by the Worship and Music Team Leader.
7. Invite, encourage and accommodate congregational Partners in Mission to lead the singing and /or add musical accompaniment.
8. If needed, and when mutually agreeable, provide keyboard music for weddings and funerals, consulting with couples and families, as necessary. (Will receive additional compensation, as specified in the congregation's statements of policy and procedure, for such services.)
9. As needed, and when mutually agreeable, serve as a substitute musician for other Sunday and midweek worship services. (Additional compensation will be negotiated accordingly, if such substitutions are requested more than twice annually.)
10. Participate in seasonal worship planning meetings with other musicians and leaders 3-4 times/year.

Compensation

Commensurate with experience

Review schedule:

Each January – primary position review with discussions of expectations and goals.

Each May – compensation adjustments to coincide with establishment of fiscal year spending plan.

Each July – mid-year review with adjustments of expectations and goals if necessary.