

# Royal Redeemer Lutheran Church

## Position Description

Position title: **Director of Worship**

Immediate supervisor: Senior Pastor

### Position Summary:

The Director of Worship coordinates a diverse team of staff and volunteers who provide programs and services designed to make the highest quality worship experience for our members and guests for Traditional, Blended, and Contemporary worship venues.

### Key Responsibilities:

- Participate in weekly Worship Planning Meetings where sermon series development, coordination, production and execution are assigned to staff and volunteers.
- Follow up as necessary to ensure all assigned tasks are satisfactorily executed.
- Responsibilities include (but not limited to) leading, managing, and scheduling:
  - Technical Team
  - Worship Assistants
  - Praise Bands
  - Altar Guild/Communion Set-up Team
  - Prayer Warriors
  - Organists/musicians
- Provide guidance to music directors on special audio or technical needs.
- Work alongside the Creative Planning Team for special services like Easter, Christmas, etc.
- Work with Creative Media Specialist regarding worship series graphics and design elements.
- Provide technical needs for all weekend and weekday Chapel services, rehearsals, performances and other events.
- Proficiency in ProPresenter, building weekly ProPresenter files, Planning Center, livestreaming, light programming, and basic video editing.

### Position Requirements:

Minimum 3-5 years of worship experience

### Critical Competencies:

- Fully devoted follower of Christ in thought, word and deed, committed to faithfully carrying out His kingdom work on earth
- Excellent leadership skills
- Excellent administrative skills
- Excellent communication skills
- Excellent organizational skills
- Motivate and lead a diverse team of creative, technical and support staff and volunteers
- Willing to work non-traditional hours (e.g., weekends, Christmas, Easter, etc.)
- Ability to troubleshoot and find solutions for production and IT needs of the church

### Scope of Position:

Hours – Full Time