

**BETHANY COMMUNITY CHURCH
JOB DESCRIPTION**

Worship Associate

Summary: The Bethany North Worship Associate will contribute to the work of the Worship Ministry by planning worship services, leading worship, preparing resources for worship services, and developing and equipping musicians.

Location: Bethany North

Reports to: Bethany North Worship Director

FLSA Status: Part-Time, Non-Exempt

KEY RESPONSIBILITIES

- Lead the congregation through the Sunday experience, ensuring flow from start to finish. Schedule bands, plan, and lead worship two Sundays per month.
- Serve as key coordinator and creative leader of monthly worship nights.
- Work with Worship Director to recruit, equip, and support volunteer musicians and leaders, ensuring use and development of gifts and the building up of disciples.
- Collaborate with Worship Director, staff members, and volunteers to align worship with Bethany's Key Goals, Core Values, and Bethany North's Focus Areas.
- Participate as a member of Bethany North staff and perform other duties as the situation requires or as assigned by supervisor.

POSITION QUALIFICATIONS

- Proven ability leading musical worship from a primary instrument (guitar or piano) and voice
- 3–5 years of experience leading worship
- Experience using Planning Center Online and ProPresenter preferred
- HS Diploma (or equivalent) required, Bachelor's Degree preferred
- Demonstrates the virtues and qualities of a devoted follower of Jesus Christ
- A loyal team player who is committed to the mission, values, and vision of Bethany Community Church
- Ability to make a positive contribution to a staff culture that aspires to excellence, teamwork, customer service, and the ethics of servant leadership demonstrated by Christ

OTHER SPECIFICATIONS

Work Schedule: Typical work schedule is Sunday through Thursday, 12 hours/week

Physical Demands: Must be able to work in both a mobile and an office environment. Must be able to move between buildings on campus. Must be able to lift boxes and/or equipment up to 50lbs.

Working Conditions: Due to seasonal activity, job duties may often require hours and availability outside normal working hours. May require flexibility to adjust

work schedule from time to time to work early or later than regular schedule.

The office environment is fast-paced and may be considered stressful, due to seemingly regular interruptions because of numerous urgent and unexpected requests that requires multi-tasking.

Non-smoking building and environment.

Compensation: Dependent upon experience

Benefits: Paid Sick Leave

This job description is intended to describe the general nature of this job, and may not include all responsibilities that might be required of the person holding this position. This job description is subject to change at any time at the sole discretion of Bethany Community Church, and does not establish a contract for employment.

