

Port Orange Christian Church

Associate Minister (Emphasis on Music/Worship)

Job Description Hours: (Full-Time) Approximately 40 hours per week

QUALIFICATIONS:

1. Have a personal relationship with Jesus Christ and is dedicated to promoting the mission and goals of POCC.
2. Be a member in good standing.
3. Possesses a positive attitude, a quick smile, and strong interpersonal skills.
4. Is a self-starter, good at multi-tasking and prioritizing projects.
5. 1-2 years' experience leading worship preferred.
6. Strong team building capacity.
7. Strong musical skills and ability to confidently lead instrumentally and/or vocally.

PURPOSE OF POSITION:

- Responsible for leading POCC Worship Services.
- Help provide vision and passion for the larger worship life of POCC alongside the church staff and Elders.

RESPONSIBLE TO:

Responsible to the Elders of POCC, working directly under the supervision of the Senior Minister. The position will be evaluated annually.

JOB DUTIES INCLUDE, BUT ARE NOT LIMITED TO:

- Primary Musical Worship Leader: While the expectation is that this individual will serve as the lead worshiper for most Worship Services & special services, it is highly encouraged that they regularly identify, encourage, and mentor new leaders within the team.
- Team Builder: Lead weekly and ongoing worship practices and other events as necessary.
- Skilled Musician: Ideally, this individual is adept both instrumentally and vocally to lead the whole team. If not an instrumentalist, they must be skilled and knowledgeable regarding instrumental musical language and able to communicate accordingly.
- Provide oversight of all church equipment, instruments, and their maintenance as needed.
- Provide Care & Leadership For A/V/Media Team: Coordinate and communicate regularly with the A/V/Media Director and the team as needed.
- Coordinate musical worship related needs with Children's & Student Ministry Staff.
- Oversee Music-Related Licensing: Maintain and track all music related licenses, fees, and memberships for the church.
- Coordinate with Senior Minister and team in planning weekly Worship Flow.
- Attend weekly Staff meetings.
- General Administrative Duties: Scheduling volunteers, charting music, etc.
- Perform other duties as assigned.

OTHER GENERAL EXPECTATIONS INCLUDE:

- Should always exhibit professionalism demonstrated by a well-groomed appearance, conscientious work ethic, be willing and able to work at a fast pace within a variety of settings and circumstances, with composure and flexibility.
- Should be ever conscious of the need for confidentiality.
- Should exercise discernment and wise judgment.
- Should be a person who gives attention to details with an eye for excellence.

- Should be a self-starter, good at multi-tasking and prioritizing projects.
- Endorse and support the local church and her mission.
- Maintain personal spiritual development through Bible reading, prayer, and Christian community.
- Be loyal to the vision and staff of Port Orange Christian Church and always protect the unity of the church.

Signature _____ Date _____

Senior Minister's Signature _____ Date _____

Elder's Signatures
 _____ Date _____

_____ Date _____

_____ Date _____



Port Orange Christian Church

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