



# Tunbridge Wells Baptist Church

"To be a part of God's transforming work in our community"

## WORSHIP TEAM LEADER Job Description

**JOB TITLE:** Worship Team Leader

**EMPLOYED BY:** Tunbridge Wells Baptist Church

**ACCOUNTABLE TO:** Rev. Duncan Threshie (Senior Pastor)

**PLACE OF WORK:** Tunbridge Wells Baptist Church, 12 Upper Grosvenor Road, TN1 2EP

**SALARY** £24,000 - £28,000 per annum pro rata depending on experience

**HOURS OF WORK:** Part-time 16 hours per week with the potential of a further 4 hours.

**LENGTH OF CONTRACT:** Permanent

**HOLIDAY:** 25 days plus bank holidays

**PENSIONS:** Provided through the NEST Pension Scheme. Further details can be supplied on request.

**EXPENSES:** All reasonable work-related expenses to be reimbursed

**REVIEW:** 3 months and 6 months followed by annual reviews with the Senior Pastor

### Music & Worship Primary Responsibilities

Organising, preparing and leading sung worship at 10.30am Services, usually two or three times a month. Further co-ordinating and shaping the whole service with the service leader and speaker these weeks. When not organising, join with the rest of the music group in leading worship, encouraging and supporting others to take the lead.

Preparing sheet music, instrumental parts or chord sheets, arranging and leading rehearsals including the weekly music practice - currently on a Thursday evening.

Organise and maintain the plan for Worship Leaders for Sunday mornings and special events. This has recently been extended to include generating and facilitating a rota for all the musicians and technicians involved in Sunday services.

Identify, recruit, develop and mentor others in leading sung worship.

Responsibility for the music and worship administration, copyright reporting and budget, including preparing screen projection, collating music sets, ensuring word sets available for those with impaired vision and submitting regularly the copyright report.

Further possibilities of preparing and leading sung worship include Prayer, Staff, Leadership and Church Meetings and at other special events, services and celebrations both at TWBC and across the town.

Recruiting, resourcing, training, equipping, pastoring and discipling the Music and Worship Team, which is currently about 25 people. This includes regular communication and prayer with the team. There is scope to develop the children and young people's involvement in playing and leading worship.

Keeping abreast of worship trends and new songs which are being significantly used in the UK with a view to integrating them into the worship life of the church. Help to encourage budding songwriters in the church family.

Chiefly responsible for the audio-visual department, which consists of sound, cameras, lighting and overheads. Support volunteers involved in providing a live-streamed service to around 150 people every Sunday.

Help to ensure that the equipment is fit for purpose. Take time at regular intervals to assess and monitor the quality of the live-streamed services from a technical, musical and aesthetic standpoint and look for ways to move forward.

Arrange teams for events and activities other than Sunday worship. There is scope to develop a team which offers technical support for weddings, conferences and funerals; generating extra income. There are also possibilities of developing teams for different opportunities to worship through communities and in mission.

Responsibility for the maintenance of musical instruments and equipment including communication with the two companies who carry out regular maintenance and other work on the church organ.

Develop the music ministry of TWBC in consultation with the Senior Pastor.

## **Other General Responsibilities**

Attend and participate in weekly staff meetings.

Participate in the life and ministry of the church. This includes Church meetings and if invited Leadership

Participation in a missional community of your choice.

Undertake other tasks as requested by the Senior Pastor from time to time.

## **Person Specification**

### **Essential qualities of the candidate:**

Have a strong, sincere faith and an example for the Christian community to follow.

Be passionate about helping the church to engage with the Lord and to experience the presence and power of the Holy Spirit during times of sung worship.

Be able to play piano and/or guitar to a competent level and have a strong voice for congregational singing.

Have experience and training in leading worship and can demonstrate strong musical gifts and/or relevant qualifications.

Have experience at playing in contemporary bands and/or worship teams.

Have some understanding of music theory and be able to resource and assist others with suitable keys, melody, rhythm, sheet music, chord sheets, lead sheets, transposition, harmony, instrumental parts, vocal performance and arrangements.

Have a broad knowledge of hymns, songs and choruses from different eras.

Have some knowledge about, and experience working with, musical and sound equipment.

Be IT literate.

Have a heart to grow and develop musicians and technicians in their giftings, particularly looking at ways to nurture and encourage the young people of the church.

Be a team player.

Be personable and able to relate to people of different ages and from different cultural backgrounds.

Can embrace worship across a variety of styles and different age groups and cultural backgrounds (or can quickly learn how to)

Be able to work within the values and vision of the wider church.

A willingness to learn good communication skills.

Actively looking for ways to encourage those around you.

**Bonus qualities of the candidate:**

Has experience at managing and developing teams of volunteer musicians.

Has experience of working with classically trained orchestral musicians.

Has undertaken some theology study or training.

Is a songwriter, who can help mentor and develop others in song-writing.

Has a heart for mission and discipleship.

Has a good sense of humour.

There is a genuine occupational requirement that the post-holder is a Christian.

The position is subject to enhanced DBS checks.

**HOW TO APPLY** - For further information and an application form, please contact Trupti Khristi at [Trupti.khristi@twbc.org.uk](mailto:Trupti.khristi@twbc.org.uk)

*If you would like an informal chat, please telephone Duncan on 01892 541118 or e-mail him at [duncan.threshie@twbc.org.uk](mailto:duncan.threshie@twbc.org.uk)*

***Closing date for applications 23 May 2022***