



## **WESTVIEW Baptist Church**

### **DIRECTOR, WORSHIP ARTS**

#### **General Description**

The Director of Worship Arts (“DWA”) is someone with a passion to worship and praise the Lord, who will work with all WBC worship arts ministry volunteers. This includes music team leaders, musicians, singers, sound and livestream techs (“SALT”), and coordinating with the team leader for Westview’s Reflections Arts Collective.

The DWA communicates well with artists, inspires teams, and provides strong vibrant leadership and administrative support. This person knows, appreciates, and loves a wide variety of music. The primary responsibility is providing leadership through relationship building, communications, and strong administrative support. Musical and soundboard knowledge and skills are a necessary part of this responsibility.

WBC’s Worship Arts goal is to enjoy and employ the diversity and richness of music and other art forms, to disciple people in it, as we worship God together.

This is a part-time contract position, of 10 to 20 regular hours, depending on availability, gift and talent mix. The following responsibilities will be prioritized accordingly.

#### **Responsibilities**

1. Oversee all worship arts ministries.
2. Coordinate worship activities including; planning the order of service in cooperation with the Lead Pastor each week, and coordinate the elements of the service (such as music, audio visual, sound, lighting, artistic elements, etc.).
3. Attract, recruit, empower, disciple, and position people in their most optimal ministry role related to worship arts.
4. Lead worship music at WBCY (Youth) nights and mentor youth interested in worship arts.
5. Be responsible for purchases of equipment and material related to worship arts.
6. Work closely with the pastoral team and volunteers in the planning of funerals, yearly Kick-off service, Advent, Lent and Resurrection Season, and other special services or events.
7. Be a visible presence at Sunday morning worship services.
8. Attend staff, AGM and congregational meetings.

**Key Skills and Aptitudes**

- Strong communicator (*verbal* and written) and interpersonal relationship skills.
- Self-motivated, takes initiative, with vision and ideas inspired by the Holy Spirit.
- Teachable, collaborative, and works well in a team-based environment.
- Able to listen well and manage conflicts if/as they arise.
- Music, soundboard, and standard sound equipment knowledge and skills are necessary.
- ProPresenter, Planning Center Services, and standard office computer software.

**Qualifications**

- A committed follower of Jesus Christ.
- A mix of the following Spiritual Gifts (Leadership, Administration, Pastor / Shepherd, Giving).
- Bachelor's degree in Music or equivalent.
- Minimum 3-5 years of experience leading music and a demonstrated ability to lead and inspire people.
- Willing and able to become a member of Westview Baptist Church.

**Accountability**

- Reports to the Lead Pastor.
- Supported by Westview's HR team.
- Agreement with Westview's [Mission, Vision, and Statement of Faith](#)

**Working Conditions**

The position of Director of Worship Arts requires great flexibility in hours available for work, including evenings and weekends. The church calendar of events (Advent, Resurrection Season, etc.) are busy times of the year. There are regular daytime office hours, as well as some evenings making phone calls, working with music teams, SALT, Reflections, etc.

**Please note:** The information listed above is subject to review and adjustments in conjunction with the Lead Pastor and Westview Human Resource Team.