



*FCPC Mission: To be a welcoming and caring community of faith through which the living God transforms lives.*

## **POSITION DESCRIPTION**

**Title:** Contemporary Worship Band Leader  
**Area of Ministries:** Worship and Music  
**Supervisor:** Senior Pastor/Head of Staff  
**FLSA Status:** Part-time; Exempt  
**A&P Approval Date:** May 11, 2022

### **A. NATURE AND SCOPE OF POSITION**

This position is under the supervision of the Senior Pastor/Head of Staff and reports to the Administration and Personnel Committee through the Senior Pastor. This part-time, exempt position serves the congregation during the weekly contemporary worship service (and occasional other services and events). Anticipated weekly hours: 8-10.

### **B. RESPONSIBILITIES**

1. Collaborate with pastors, staff and volunteers in creative worship planning for the contemporary worship service;
2. Take the lead in selection of music for contemporary service, in collaboration with the pastors and the worship band;
3. Oversee musicians, both instrumental and vocal, and supervise any other paid band members;
4. Coordinate and schedule participation of band members;
5. Distribute music/chord charts to band members;
6. Lead weekly rehearsals of the contemporary worship band;
7. Attend contemporary worship planning/leadership team meetings (monthly or bi-monthly);
8. Perform other duties when assigned by Senior Pastor, as appropriate

### **C. ACCOUNTABILITY**

The Contemporary Worship Band Leader works under the supervision of the Senior Pastor/Head of Staff and reports to the Administration and Personnel Committee through the Senior Pastor. They will work collaboratively with the pastoral staff, program staff and volunteers to meet the objectives of this role. An annual evaluation will be conducted by the supervisor in conjunction with the Administration and Personnel Committee.

**D. SUPERVISORY RESPONSIBILITIES** - This position supervises other paid band members, when necessary.

**E. QUALIFICATIONS** – To be successful, the incumbent will need to:

1. Be committed to the Christian faith and demonstrate a personal relationship with Jesus;
2. Be able to work creatively and collegially with staff and church members;
3. Have strong communication and organizational skills;
4. Have experience performing in worship band or leading contemporary worship;
5. Have knowledge of a broad range of music that can be considered “contemporary” or “non-traditional”;
6. Have instrumental skills on guitar or piano for rehearsals and performances;
7. Have or obtain ACT 33/34 and FBI clearances (paid for by FCPC)

**F. TEAMWORK/COLLABORATION**

Respect and communication are the backbone of an effective, productive team environment. FCPC employees are accountable for constructive dialogue and mutual problem solving. Core attributes of teamwork are characterized by: a commitment to the organization and to one another; trust; cooperation; and a shared vision of success.

#### **General Statement**

*The duties described in this document are not listed for the purpose of limiting work assignments. They are not to be construed as a list of the many duties normally performed under this position title or those to be performed outside the employee’s normal line of work. Any benefits will be administered in accordance with the Personnel Manual of Fox Chapel Presbyterian Church.*