



PART-TIME WORSHIP COORDINATOR / DIRECTOR

Overview

VCRC is interested in hiring a part-time Worship Coordinator who has an authentic relationship with our Lord and Saviour Jesus, and who will coordinate, develop, and lead all aspects of the VCRC music ministry. The Worship Coordinator will be responsible for leading church members into God glorifying, faith building worship and will work in conjunction with pastors, worship team leaders, worship committee, sound technicians, media presenters, musicians, and live stream technicians. The successful candidate will have attested musical skills and competence. The ability to play piano/keyboard is an asset. Please apply with letter and CV in pdf format by email to personnel@victoriacrc.org before April 30, 2024.

About VCRC

Victoria Christian Reformed Church is an established mid-sized congregation (240 members/adherents, 85-100 Sunday worship) in Saanich, a suburb of Victoria, BC. The church building is on the 1000 student campus of Pacific Christian School. Members are from the entire Greater Victoria region, though around 60% live within a 10 minute drive. Demographically, 45% of members are retirees 65+, though we often welcome post-secondary students from other CRC's attending the University of Victoria, Camosun College, Royal Roads University. We have a dedicated but shrinking group of worship leaders, musicians, and tech volunteers. Our church family is in the process of discerning future mission and vision, and soon will be posting to fill the senior pastor position. (Transitional Ministers, Interim Pastors and guest pastors have filled our pulpit since January 2021.)

JOB DESCRIPTION

Mandate

The Worship Coordinator will coordinate all aspects of worship, developing and leading the VCRC music ministry. The Worship Coordinator is responsible for leading church members and church seekers into God glorifying worship that is faith building according to VCRC theology and vision. The Worship Coordinator works in connection with pastors, worship team leaders, worship committee, sound technicians, media presenters, musicians, live stream technicians, elders and office administrator.

Personal Qualifications

- Has an authentic relationship with Jesus Christ as Lord and Savior.
- Displays a lifestyle consistent with Scripture.
- Has attested musical skills and competence. The ability to play piano/keyboard is an asset.
- Possesses the ability to disciple volunteer musicians in the Christian life. Must be able to organize, coordinate and motivate these volunteer musicians and technical team members.
- Has an understanding of and appreciation for reformed liturgy and how a multidimensional relationship with the triune God is reflected in music ministry.
- Is sensitive to those who are seeking a relationship with Jesus or are new to a faith in Him.
- Is a strong team player, committed to the VCRC vision, and able to lead people of all ages.
- Loves working with people, is empathetic and socially skilled.
- Is dependable, self-motivated, and creative.
- Remains aware of current ministry trends, concepts, and worship resources.
- Must be willing to undergo a criminal record background check.

661 Agnes Street • Victoria, BC • V8Z 2E7

 250.479.5124

 office@victoriacrc.org

 victoriacrc.com

    @victoriacrc

Job Responsibilities

- Working closely with the worship committee, provides visionary leadership for the music ministry.
- Foster and promotes a strong prayer base for the music ministry.
- Build unity and a sense of caring community among music teams.
- Facilitate a blended style of music, reformed and contemporary, that gives full expression to the message of salvation.
- Ensure music is updated, organized and available for worship team leaders.
- Research songs and resources as needed, especially for special services.
- Consult with senior pastor to determine direction and pastoral needs for the music ministry and for each service.
- Coordinate Church Media program (audio, visual and livestream).
- Recruit, train, motivate and 'shepherd' worship team leaders, praise teams, musicians, media presenters and sound technicians.
- Prepare media content for media presenter volunteer to use for Sunday services.
- Liaise with Pacific Christian School and Victoria Korean Church to monitor changes to media equipment and set up.
- Participate in the life and fellowship of the church.
- Manage an annual budget for the worship ministry.
- Draw up the schedule (~6x year) for worship teams with accompanying sound technicians and media presenters.
- Coordinate with the worship committee regarding special services, such as Lent and Advent, and ensures that what has been planned is executed.
- Ensure each worship team leader has the necessary sermon information provided by the pastor preaching that Sunday.
- Ensure that there is effective communication between the various staff and volunteers involved with worship.
- Liaise between the worship committee and the visual design committee.
- Explore other avenues of creative worship opportunities. (e.g., art, testimonies, liturgy, dance, etc.)
- Arrange for and coordinate Pulpit Supply as required.
- Provide back-up services for the Office Manager during holidays and special events.

Review/Evaluation

- Meets with pastor and other ministry staff for prayer and evaluations of the church's ministry.
- Reports to the Elder chairperson and is accountable to the Elders.
- Subject to an annual review by the Personnel Committee which will seek input from congregation, pastors, worship committee, and worship team leaders.

Remuneration & Benefits

- The Worship Coordinator is a part-time position with a maximum of 15 hours per week.
- Salary is set currently at \$22.95/hour.
- The Worship Coordinator is entitled to three weeks of vacation. (In lieu of vacation receives an additional 6% added to regular pay.)
- In lieu of benefits receives an additional \$0.80 per hour.
- Funds for professional development (workshops, etc.) and ministry related expenses (travel, etc.) may be available, upon approval by the elders.