



The Alamo Ranch Campus upon successfully launching to independence will be renamed Outer West Community Church. In anticipation, job descriptions will reflect the Mission, Vision, and Values of the Outer West Community Church.

- Our Mission:** *We exist to draw people closer to Jesus Christ and each other.*
- Our Vision:** *We are a diverse Christ-Centered Family who loves people, enables life changes, and serve the community both here and beyond.*
- Our Values:** *God First: We see God's purpose through prayer and scripture.
Community: We live in compassionate community where everyone belongs.
Diversity: We embrace diversity and unity found within the Body of Christ.
Service: We passionately serve our church, our city, and beyond.
All-In: We are all-in this together.*

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|------------------------|--------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------|
| Job Title: | Worship Arts Pastor | Status: | Full-Time Salaried |
| Department: | Communication Ministry | FLSA: | N/A |
| Reports to: | Lead Pastor for Alamo Ranch | Job Class: | Professional |
| Direct Reports: | Communications Arts Coordinator, AV/Sound Engineer, Musicians, Worship Leaders | Minister Designation: | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| Work Week: | Sunday through Thursday | Driving: | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |

Job Summary: To support the mission of Outer West Community Church (OWCC) by overseeing the execution of an authentic, meaningful, contemporary worship experience.

Primary Duties and Responsibilities:

1. Partners with weekend service leaders to plan and evaluate services.
2. Plans and implements creative elements to enhance services including stage designs, onscreen content, and other visual elements.
3. Plans and oversees worship and production team members responsible for rehearsal and/or weekend services.
4. Serves as primary worship leader and service producer as needed.
5. Develops, resources, and oversees worship and production ministry and administration which includes event calendar, budget preparation and volunteer onboarding.
6. Integrates and cultivates strong relationships with volunteers and pursues additional musicians and vocalists to serve in leadership positions.
7. Supervises, trains and challenges worship and production team members to reach their maximum potential through effective leadership, encouragement, and appreciation.
8. Oversees and ensures all worship and production team members adhere to the Worship Arts handbook; making updates as needed.
9. Recruits, leads, and equips ministry staff and volunteers. Ensures volunteers complete the volunteer application process prior to serving.
10. Manages and participates in the annual budget preparation to ensure adequate funds for the assigned area. Attains approval from Executive Minister. Monitors and approves expenditures; directs and implements budgetary adjustments, as necessary.
11. Attends assigned staff meetings, solicits and relays information, participates in problem solving, and provides recommendations for policy changes and program development to direct report.

(Worship Arts Pastor continued)

12. Assists Lead Pastor with pastoral ministry duties such as teaching, weddings, funerals, baptisms, hospital visits, counseling and prayer as needed.
13. Other duties and responsibilities as assigned.

Staff Expectations:

1. Active and personal relationship with Jesus Christ.
2. Actively practices personal spiritual disciplines and leads with humility, character, and love.
3. Personally engaged with our mission, vision, and strategy.
4. Actively engaged in our mission to be Christ where you work, life and play.
5. Attend Discover Oak Hills and becomes a member within six (6) months of employment.
6. Partner with other departments to lead, promote, and/or implement ministry initiatives and events.

Minimum Qualifications:

1. Bachelor's degree from an accredited university or college. Major coursework in music, ministry, or related field preferred.
2. Three (3) years of progressively responsible experience in music/worship and/or a high degree of musical competence in band leadership, music and worship ministry, modulation/transposition, and improvisation.
3. Experience can substitute for education.
4. Current Texas driver's license (Incumbents with out-of-state license must attain Texas license within six (6) months of employment).

Knowledge and Abilities:

1. Knowledge of biblical theology as it relates to spiritual formation.
2. Knowledge of foundational Christian beliefs and practices.
3. Knowledge of elements of worship such as vocal, instrumental, visual, content, movement, etc.
4. Knowledge of principles of supervision, training, and performance management.
5. Knowledge of project management practices, techniques, and methodologies.
6. Knowledge of Planning Center Online and music software (Finale, Logic, Mainstage and Ableton Live).
7. Knowledge of English grammar and vocabulary.
8. Knowledge of budget development, expense tracking/reporting and administration.
9. Ability to work in a fluid and collaborative environment.
10. Ability to lead a group to accomplish a common goal.
11. Ability to play the piano or acoustic guitar.
12. Ability to plan and organize projects.
13. Ability to multitask, work independently, follow direction with a high attention to detail.
14. Ability to use relational understanding to guide thinking and behavior.
15. Ability to use computers and a variety of software applications.
16. Ability to work independently with limited supervision.
17. Ability to communicate clearly and effectively in writing or verbally.
18. Ability to establish and maintain effective working relationships with staff, members, and volunteers.
19. Ability to perform all the physical, intellectual, and analytical requirements of the position including decision making.

Physical Requirements and Working Conditions:

Occasional lifting/carrying up to 20 pounds; visual acuity, speech, and hearing; hand and eye coordination and manual dexterity necessary to operate a computer keyboard and basic office equipment. Subject to sitting, standing, reaching, walking, twisting, and kneeling to perform the essential functions. Working conditions are primarily inside an office environment.