



414 CHURCH

Worship & Production Director/Pastor Job Description

414 Mission Statement: We are a home where people are led to become fully engaged followers of Jesus.

Reporting to the Lead Pastor, the Worship & Production Director/Pastor is a full-time role that is responsible for overseeing, managing and executing all of the musical and technical elements for the weekend services and special events of 414 Church. The Worship & Production Director will be committed to supporting the philosophy and mission of 414 Church and its leadership team. (Director/Pastor title will be determined based on candidates experience.)

QUALIFICATIONS

1. Candidate must have a life-giving relationship with Jesus and a sincere desire to see lives and communities changed by the gospel.
2. Ability to lead from the stage on a performing instrument with excellence (preferably keys).
3. Must possess the acumen in a modern worship setting to be able to lead and direct other musicians who play instruments that you don't necessarily play.
4. Proficient in Mac OS platform and Ableton. (Ideal candidate will also be adept at learning new software packages necessary for the implementation of the various technical components of ministry.)
5. Strong attention to detail.
6. A life-long learner who is always looking for new ideas and strategies to improve our worship and technical ministry.
7. A strong gift for leadership and ability to develop and coach others.
8. Ability to develop teams, delegate and empower others to further the mission.
9. Ability to work with and maintain positive relationships with those inside and outside the church.
10. Ability to handle sensitive issues and maintain confidentiality.

Worship Team Weekly Responsibilities Include:

1. Oversee the worship team. Ensure the band and singers are equipped and prepared by posting chord charts, part specific rehearsal MP3's, and other necessary tools.
2. Oversee PCO scheduling for band, singers and tech team.
3. Program Ableton and setup tracks using 414's standard operating procedures (SOP) which include a standard template and recording custom BGV's for each song.

4. Working closely with the Lead Pastor, select weekly set list.
5. Oversee weekly worship and tech team rehearsal.

Production Team Weekly Responsibilities Include:

(Please note, the ideal candidate will exhibit proficiency in the worship leading arena as outlined in this job description. As a growing church, our team leaders wear multiple "hats". As such, we are more than willing to train the right candidate on all of the other technical requirements of this position as outlined below.)

1. Oversee the tech team and ensure they are prepared for Sunday service by providing detailed service run sheets and other communication and tools as necessary. (Tech team is comprised of FOH audio, broadcast audio, iMAG - ProPresenter, lighting, and video.)
2. Oversee programming of ProPresenter for weekly services and special events.
3. Oversee programming of lighting for weekly services and special events.
4. Oversee distribution and quality of our online media including podcasts, streaming, church app, online sermon notes, and on-demand services.
5. Archive AV files per 414 SOP's.

General Responsibilities Include:

- Continually mentor and develop staff and volunteers to build department capabilities and readiness for growing complexity and scale of needs.
- Ensure the weekend and online church experience is consistent and executed at a high caliber therefore creating an environment that un-churched people are drawn to.
- Consistently review and audit Production Team processes and output, searching for best practices and improvements in outcome.
- Serve as primary troubleshooting and management contact for audio, video, lighting and stage systems, including: updating hardware, software, and equipment firmware.
- Train and evaluate performance of volunteer Worship and Production team members and plan continued education and training of volunteers.
- Perform any required administrative tasks in a timely manner.
- Assist in the planning and purchasing of new A/V/L equipment.
- Maintain and repair musical, technical and production equipment.
- Develop basic level of proficiency on all technical and production equipment.
- Maintain inventory of all supplies, equipment and purchases.
- Manage department budget and plan spending.
- Recruit, train and develop DreamTeam on a regular basis; cultivate an encouraging system of leadership development to train potential Worship/Production leaders.
- Other duties as assigned as it relates to the general operation of the church.

Basic Personal Responsibilities:

- Uphold Biblical Priorities in your life, in the order outlined below:
 - Growing your personal relationship with Christ
 - Relationship with spouse (if married)

- Relationship with children (if applicable)
- Purpose in Life/Ministry - Personal Growth
- Develop personal evangelism opportunities within and outside the church.
- Financially support the ministries of 414 Church by faithfully giving with a goal of at least 10% of gross income.
- Abstain from displaying anything vulgar, inflammatory, political, distasteful or un-Christ like on any/all social media platforms. Please be sensitive to how others may perceive the materials you post - You are a Leader.
- Know, follow, and lead others according to all seven components of the 414 Code.

COMPENSATION

This is a full-time position. Competitive salary and benefit specifics will be provided in the interview process. Salary will be based on experience and qualifications.