

**POSITION:**           **Praise Team Leader**  
**STATUS:**            Part-Time, 10 hours per week  
**SUPERVISOR:**       Pastor and Staff Parish Relations  
                             Committee

### **St. Paul United Methodist Church Mission Statement**

St. Paul United Methodist Church exists to honor God by making more disciples of Jesus Christ for the transformation of the world.

### **SUMMARY:**

Employees of St Paul United Methodist Church are expected to conduct themselves as children of God, have and show evidence of a deep and abiding faith in Jesus Christ, possess and maintain the highest of Christian moral and ethical standards, and be a person who expresses a positive and mature demeanor.

The Praise Team Director is responsible for choosing and scheduling music for the Contemporary church service, directing the Praise Team, and is a key member in the Praise Team.

### **QUALIFICATIONS:**

- Vocalist or instrumentalist (piano or guitar preferred)
- Experience using MediaShout (ProPresenter preferred)
- Ability to sight-read worship charts (preferred)
- Basic understanding of audio signal flow/production
- Live-streaming experience (a plus)
- Must be able to read, interpret, and communicate written music
- Formal training, education, or experience in Music Ministry preferred
- Possess excellent communication skills, and be able to effectively interact and work in a positive manner with persons of all ages and stages of life
- Initiates tasks on their own and remains focused on a positive outcome
- Possesses good time-management skills
- Possesses a positive and mature nature
- Be dependable in attendance and task completion
- Possess the ability to identify, create, and/or develop new and innovative music programs
- Exhibit flexibility in discharge of duties
- Maintain confidentiality and appropriate boundaries at all times

**ESSENTIAL FUNCTIONS:**

- Oversees a choral and instrumental music program for the weekly 9:45 AM Contemporary church worship service
- Seasonal special worship services
- Communicates weekly bulletin inserts to the Church Office Manager in a timely manner, as needed
- Selects appropriate choral and instrumental music in keeping with the liturgical season
- Instructs, teaches, and directs the Praise Team
- Schedules and organizes Praise Team practices to allow for adequate time for practice before performances
- Prepares Mediashout, ProPresenter, and Prime Music App for services, and coordinates programming with set-up volunteers
- Works with other church musicians and volunteers
- Actively recruits gifted persons to participate in the Praise Team and provide ongoing training and support
- Maintains inventory of vocal and instrumental music and musical equipment in an organized manner
- Assists the Board of Trustees and Facility Manager in developing a yearly maintenance budget for instruments, sheet music, and equipment
- Evaluates the condition of church-owned instruments and consults with the Board of Trustees and Facility Manager for repairs and/or replacement
- Provides yearly Budget requests to fund music ministry

Job duties include, but are not limited to, the position's essential functions. St. Paul Church retains the discretion to add to or to change the duties or the status of this position at any time. Work hours shall be directed by the Pastor.

**WORK SCHEDULE:**

The Praise Team Director's hours will be directed by the Pastor. With the Pastor's approval, additional hours may be added to accommodate unique circumstances.

**PHYSICAL AND ENVIRONMENTAL FACTORS:**

Requires long periods of sitting or standing.

Requires working in an environment with children and adults present.

Requires working in an environment that may have frequent interruptions.

Requires speaking and listening to both individuals and small groups.

Requires performing for a live stream audience as well as in person.

St. Paul United Methodist Church is an at-will employer. The Church will not condone, permit or tolerate any form of discrimination and/or harassment by or against any employee, or other individual based on a protected class including but not limited to age, gender, pregnancy, race, color, religion, country of origin, citizenship, disability, military service, veteran status, or genetic information or any other class protected by state or federal law.