

The Associate Pastor/Worship Director position at CityLight is a ministerial position and thus the person filling this position is recognized by CityLight Church as an appointed minister of the gospel.

General Summary and Objectives

We are seeking the best candidate to fill the full-time Associate Pastor role with Worship Director responsibilities. The Associate Pastor works directly with the Lead Pastor to further the vision of our church through leading worship, ministry leadership, preaching, teaching, pastoring, discipleship, evangelism and various other ministry opportunities.

Duties and Responsibilities

Directing Worship

Establish a culture of worship through music and leadership. Build and lead teams to create an atmosphere of worship in our corporate gathering by modeling, equipping and releasing people into their gifts.

- Lead worship during our Sunday and mid-week services.
- Schedule the worship team and coordinate weekly worship practice including the audio/video team.
- Prepare setlist, sheet music, and organizing song slides on ProPresenter.
- Recruiting and coaching vocalists, musicians, and the audio/video team.
- Host the Holy Spirit through prophetic worship and ministry through other leadership during worship.
- Stage appearance and equipment upkeep.

Pastoral Ministry

- Serve as an active member of the church congregation by attending services, small groups, and church events.
- Preach and teach classes to equip members in various areas of faith, ministry, and spiritual discipline.
- Assist in leadership development and mentoring of staff, team leaders, and interns.
- Oversee the general administration of the church including areas of communications, facility, and social media.
- Provide Biblical counseling, prayer and ministry to people as needed, and as directed by the Lead Pastor.
- Coordinate and lead evangelistic outreaches in our target neighborhoods.
- Train staff and team leaders in various areas of ministry and church management systems.
- Facilitate weddings, funerals and hospital visits.

Meetings and Reporting

- Weekly meetings with the Lead Pastor.
- Bi-weekly leadership home group.

- Meet regularly with ministry team leaders over ministries assigned to the role.
- Attend staff meetings, retreats, and other church functions, as directed.

Leadership Structure

- Supervision - Lead Pastor.
- Subordinates - Volunteers within ministries assigned to the role.

Time and Compensation

- Full-Time Salary (40 hours/week)
- Salary based on skill, experience and availability.
- Defined office hours will be set and followed, with the remaining hours flexible as needed.

Personal Qualifications

- Express full agreement with the Mission, Values, and Faith Statement of CityLight Church.
- Exhibit evidence of Christian character and servant leadership as stated in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4 in work environment as well as in home/family setting.
- Give evidence of a spiritually mature life (prayer, Bible study, rest, worship, relational health, financial stewardship).
- Give evidence of a strong work ethic and personal integrity.

Education & Skills

- Associates Degree from a Bible college or university.
- Five years experience in worship leadership or other ministry.
- Able to lead worship skillfully vocally and instrumentally on guitar or keys.
- Able to lead and train worship team members in prophetic worship.
- Strong verbal and written communication skills.
- Must have demonstrated preaching and teaching ability.
- Must be a self-starter, able to anticipate needs without oversight, focus on tasks with efficient follow-through.
- Must be positive, patient, and friendly with professional/pastoral attitude and demeanor.
- Ability to organize multiple projects and set priorities.
- Eager to share the gospel of Jesus Christ by word and example, including prayer, to encourage CityLight Church members and attenders.
- Demonstrate knowledge and ability to guide a seeker to become a baptized disciple of Jesus.
- Knowledge and ability to teach the Bible to guide a new disciple to ongoing spiritual maturity.