

Worship and Communications Minister Job Description

OBJECTIVES

- Build and empower team members who seek to glorify God by using their gifts to further the Kingdom.
- Provide spiritual oversight in the worship and communications areas at Kentucky Road.
- Develop ministries that actively engage people to making life transforming decisions.

KEY RESPONSIBILITIES

The Worship and Communications Minister will consist of investing in two areas of ministry focus. Key Responsibilities for the Worship Ministry includes:

- Recruit, Train, and Invest in the Worship Ministry Volunteers, including the Tech Booth
- Create meaningful worship experiences for Sunday Mornings, including creating video content for the services
- 3–4 times a year, develop a Night of Worship
- Ensure that the Projection System and Live Stream are ready for Sunday Services
- Facilitate the purchase, repair, and maintenance of instruments, lighting, and audio/visual equipment
- If appropriate, preach 1-3 times a year
- Attend and participate in meetings:
 - Staff Meetings
 - Leadership Meetings
 - Volunteer Meetings and Training

Key Responsibilities for the Communications Ministry include:

- Create, print, and email weekly bulletins, service schedules, and monthly newsletter
- Maintain the Church Website
- Monitor and send out communications from the church
- Maintain and keep up-to-date the guests' and members' information using the CMS software

QUALIFICATIONS

- Relational and able to connect with the volunteers and church members.
- Effective verbal and written communicator
- Collaborative team player who works well within a team setting
- Creative and able to design meaningful worship experiences
- Plans into the future

EDUCATION AND EXPERIENCE

- Earned bachelor's degree, preferably in a ministry field
- 3 years of experience in leading a ministry is desirable

POSITION REQUIREMENTS

- 40+ hours per week (flexible depending on the ministry season)
- This is a full-time, exempt position
- This position supervises the volunteers and deacons associated with the Worship Ministry
- This position reports to the Lead Minister and Elders