



Job Description for the Role of Worship Team Leader

Background

Buckingham Parish Church (BPC) is a vibrant Anglican charismatic community nestled in the picturesque market town of Buckingham. Our worship has experienced significant growth under the guidance of our current worship leader, who will be leaving us in August 2024. We are now seeking a successor who is called to build on this foundation, leading, inspiring, and empowering us to worship God in Spirit and truth.

The role of Worship Team Leader at BPC is multifaceted, encompassing both worship leadership and production oversight. Currently, this role includes worship, worship administration, managing and coordinating production teams for Sound, ProPresenter, Video, and Lighting. We are looking for an accomplished musician with a proven track record in leading corporate worship within a charismatic church setting. More than musical skill alone, our ideal candidate will carry an anointing for worship leadership, demonstrating sensitivity to the guidance of the Holy Spirit and the ability to facilitate worship that flows from a genuine heart connection with God.

BPC is part of the HTB Network of Churches.

The Post

Reports to – Rector

Commitment: 4 days a week equivalent but potential flexibility from 3 days per week up to possibly F/T depending on skill set. There is also the possibility of a job split between the worship and production aspects.

Starting Date: September 2024 or soon thereafter

Pay: £12.62 per hour, which equates to £21,001.34 p.a. based on working 32 hours per week for F/T depending on experience; extra fees are payable for supporting external events such as weddings and funerals.

Our annual leave year runs from 1st January to 31st December. A person working with BPC gets an entitlement is 26 days (208 hours) per annum plus eight statutory bank holidays (64 hours).

Annual leave is calculated in hours and for part-time staff, this is done on a pro rata basis. More details will be shared once the person is contracted with us.

The role of the Worship Team Leader:

The role requires a passion to bring God's people close to His heart in worship and being able to confidently and sensitively lead worship 'in the Spirit'. The Worship Team Leader will envision and lead all aspects of the contemporary worship life of the Church under the direction of the Rector, and in consultation and partnership with the other members of the staff ministry team. This involves envisioning, equipping, and mobilising the musical talents of the congregation establishing and mentoring worship leaders and having oversight of the contemporary worship band members within the life of the two contemporary congregations. The role currently includes overseeing production and the production teams (Sound/ProPresenter/Video/Lighting).

We aim to be dynamic and creative in our worship, communication and media and would welcome any additional skills and gifts that the Worship Leader may be able to bring to develop excellence in this area of church life.

Key Responsibilities:

Vision

- Develop and implement a vision for the development and enhancement of Spirit-led musical worship at BPC aligned with the BPC vision
- Consider a wider use of musical worship within the church's activities (i.e. Alpha, Lighthouse Messy Church, Prayer and Praise)
- Advance planning for seasonal services (Christmas and Easter and Pentecost), which may require wider involvement of the congregation for special services

Tasks

- Oversee Sunday contemporary worship and production at the 11am and 6pm services
- Oversee Production at the two traditional services (9am Sunday, 10am Wednesday)
- Create a culture of creativity and quality
- Raise-up and mentor worship leaders
- Lead worship at various events
- Prepare for Sunday services
- Facilitate additional opportunities for members of BPC to worship through music and song (currently this takes the form of Open Worship)
- Organise the worship rotas to honour volunteer musicians' time and other commitments
- Envision, equip and mobilise the musical talents of BPC church members

- Take pastoral responsibility for the members of the worship team
- Manage and maintain music equipment, and facilitate efficient use of storage space in the music cupboard
- Under the Rector, and in collaboration with the ministry team, oversee the vision for worship, creativity, and production across the church

Skills, knowledge and experience required:

Training and Oversight

- Recruit new musicians, encourage and have pastoral responsibility for the members of the regular music groups
- Train or facilitate training for singers and instrumentalists
- Connect with the HTB Worship Network.
- Oversee production teams and infrastructure and ideally delegate as much of this as possible
- Manage and maintain the worship and production technology and equipment, keeping up to date with developments
- Oversee the process of video recording where appropriate. This includes filming and editing footage. For example, video reports for the church APCM, promotional videos for the church weekend away, and highlights videos from church events such as holiday club.

Staff Team

- Attendance at and participation in the weekly Sunday debrief and planning meeting (in person), weekly Staff Team Check-in (MS Teams) and monthly Full Staff Meeting (in person, including leading worship during the devotional time at this meeting)
- Contributing to a working environment of mutual Christian encouragement
- Reflecting the teachings of the Lord Jesus Christ in the way you conduct yourself in your duties, interaction with others, and your personal life
- Praying with and for staff and others attending the church about their circumstances and those of others
- Praying for our on-going work
- Seeking the guidance of the Holy Spirit in your decisions
- Attendance at HTB Focus and other Network events.

Administration

- Be a proficient user of ChurchSuite and ProPresenter being able to train others.
- Take the lead on safeguarding and risk management across the team showing a strong understanding of safeguarding policy and practice.
- Arrange rotas for musical aspects of worship and participate or lead as required and as agreed. Presently the worship team operate in 'teams' with a group of volunteers each taking responsibility for a different week in the month.
- Oversee rotas for the production teams at all three Sunday services

- Organise the production rota for Weddings, Funerals and Additional Events, including running production for these events if required
- Organise any behind the scenes admin for Weddings, Funerals, and External Events, such as organising pre-recorded music, slideshow presentations, or ProPresenter
- Take responsibility for the Contemporary Worship and Production budget under the direction of the Rector.

Person Specification

- A deep love for the presence of God.
- Committed Christian who loves to worship God.
- Gifted musician and band leader.
- Experienced in working with teams.
- Have proven leadership skills and the ability to exercise authority
- Be able to keep calm under pressure and respond in a measured way in stressful situations
- Maintain a flexible approach to work, since no two days are the same.
- Work according to set priorities (agreed with the Rector) and action them accordingly
- A good knowledge of production systems (sound, video, ProPresenter, and lighting), and setting up/packing down music and production equipment.
- A deep knowledge of production techniques in sound, live video production and lighting, with the ability to train others would be advantageous.
- Good communication skills both written and oral.
- Excellent interpersonal and relationship building skills across all people groups.
- Ability to think strategically and to pay high attention to detail.
- Ability to deal with difficult situations and issues calmly and effectively.
- A team player, with the ability to encourage and work collaboratively with other volunteers and staff.
- Flexible attitude.
- Good budget management skills.
- Excellent organisational skills, with attention to detail and the ability to plan.
- Proficient IT skills.
- Good problem-solving ability.
- An ability to communicate vision with other team members.
- Sense of humour and fun.

Christian Commitment

It is a Genuine Occupational Requirement under the Employment Equality (religion or belief) Regulations 2003 that the Worship Pastor is a truly committed Christian, in full support of the ministry of BPC and at one with BPC's ethos, vision and objectives. (See staff handbook). The

successful applicant will have a heart and a vision for worship and be confident that their faith is robust. They will be able to listen to God and to reflect the workings of His Holy Spirit in and through music.

In determining whether the applicant meets this specification, this will in part, be considered demonstrable by the following additional specifications: seeking to have a sound biblical knowledge; applying that knowledge in daily life and promoting that application in the lives of those around you; upholding the Bible's ethical teaching [e.g. the sanctity of life from conception and on sexual ethics – including the need for celibacy outside marriage or fidelity within marriage and marriage being between one man and one woman in a lifelong monogamous relationship]; having a sound Christian prayer life and consistently reading the Bible; membership of a small group, and whose teaching and practice is in agreement with our biblical basis (see our Staff Handbook).

Closing date for applications: 15th August 2024

Interviews will be arranged after shortlisting at a mutually agreeable time.

Only those with an existing Right to Work in the UK should apply.

The Rector (Revd Will Pearson-Gee) would love to talk to anyone thinking of applying to better describe the role so do get in touch with him rector@bpchurch.uk or for informal chat or to know more about the role please get in touch with HR Manager Divya Jacob, or email manager@bpchurch.uk Tel: 01280 830227. We're asking for a lot but trust God to lead the right person to us and we're confident that we can be used to help tick any boxes that might not already be ticked through training and encouragement.

Visiting BPC is encouraged so you can see what we're like.