

LUTHERAN CHURCH OF OUR REDEEMER
2001 2nd St. NW
Watertown, SD 57201

JOB DESCRIPTION – WORSHIP & MUSIC COORDINATOR – Full Time

Revised March 14, 2023

GENERAL DESCRIPTION

1. In order that Lutheran Church of Our Redeemer may be faithful to its identity and mission, it calls a pastoral staff to full time service in the Office of Word and Sacrament Ministry; and also calls lay persons to full time and part time service in specific areas of the congregation's ministry.
2. Each lay staff member is called to serve specific functions of the congregation's ministry. These specific tasks are vital to the life of the congregation.
3. It is expected that the lay and pastoral staff members of LCOOR live a life that demonstrates a commitment to Jesus Christ as their Lord and Savior, care for their physical/ emotional/spiritual life, foster their relationships and "family" life, grow in their personal and professional life and celebrate life as a gift from God.

RESPONSIBILITIES

1. COORDINATING REPONSIBILITIES

B. Pastoral & Lay Staff

1. Work with Pastoral Staff on Sermon Visuals.
2. Work with Pastoral Staff for Hymn/Song Selection.
3. Work with Pastoral Staff to enhance worship through the visual and dramatic arts.
4. Work with the Program Coordinator(s) in relationship to Church School and Vacation Bible School music.
5. Work with the staff to coordinate rehearsal times and spaces for musical groups.

C. Musicians & Vocalists

1. Recruit and maintain schedule of primary worship musicians.
2. Recruit and coordinate Special Music for all worship services.

D. Choirs

1. Coordinate schedule of worship performances.
2. Serve as resource for musical selections fitting for the church season and lectionary.

E. Contemporary Worship Team

1. Serve as resource for musical selections fitting for the church season and lectionary.
2. Coordinate with the Team for any equipment needs and set-up.

F. Technology

1. Coordinate with Business Administrative Assistant to have song lyrics for projection and to be printed in the bulletin for worship.

G. Worship Assistants

1. Train Acolytes for our worship services.
2. Support the “Children’s Church” volunteers in getting materials.
3. Recruit ushers, greeters, communion assistants and readers

2. COORDINATING RESPONSIBILITIES OF THE WORSHIP & MUSIC COORDINATOR ALONG WITH THE WORSHIP & MUSIC COMMITTEE

- A. Develop leadership to assist in overseeing the Worship & Music Ministry of LCOOR.
- B. Provide input in developing the annual budget for Worship & Music Ministry.
- C. Provide leadership to the Worship & Music Committee in recruiting volunteers or salaried leaders as needed to fulfill our worship needs.

RELATIONSHIPS

1. Work in a spirit of mutual cooperation with staff and the Worship & Music Committee.
 - A. Is mindful of the other staff members’ responsibilities and roles.
 - B. Sees the Worship & Music Committee as a valued partner in leadership.
2. Reporting relationships:
 - A. Works with the Worship & Music Committee.
 - B. Is responsible to the Senior Pastor.

OTHER DUTIES OR EXPECTATIONS

Perform related work as required.