



For more information or to submit a resume, please contact  
Wade Owens, Campus & Teaching Pastor  
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## **JOB DESCRIPTION**

### **WORSHIP MINISTER THE CHURCH AT NOLENSVILLE A Regional Campus of Brentwood Baptist Church**

Department: Nolensville campus  
Reports to: Campus & Teaching Pastor  
Job Status: Part time, 20 hours/week  
FLSA Status: Exempt  
Effective Date: March 1, 2018

#### **SUMMARY**

The Worship Minister is responsible to the church, under the direction of the Campus and Teaching Pastor, for the development, supervision & pastoral leadership of a comprehensive worship ministry. This includes the planning and conducting of worship services as well as the development of ministry leaders & volunteers.

**PRIMARY JOB RESPONSIBILITIES** may include but are not limited to the following:

- Plan and lead weekly God-honoring worship experiences that are aligned with the Brentwood Baptist philosophy of worship ministry & contextualized to the Nolensville community.
- Maintain a system for identifying, developing & mobilizing members to use their talents within the worship ministry.
- Provide pastoral leadership (encourage, pray for, etc) to musicians & worship volunteers.
- Plan & coordinate weekly rehearsals, including proper management of Planning Center Online.
- Participate in weekly staff meetings at Nolensville campus.
- Participate in Quarterly Staff Meetings at the Brentwood Campus
- Participate in bi-monthly Worship Leader Gatherings at the Brentwood Campus.
- Determine & provide ongoing oversight of the annual worship ministry budget.
- Provide weekly oversight for worship ministry-related payroll.

**OTHER RESPONSIBILITIES** may include but are not limited to the following:

- Effectively communicate with & work alongside the campus Administrative Assistant.
- Effectively communicate & work alongside of the campus Technical Director.
- Consistently assess and maintain musical equipment for repairs & maintenance.
- As needed, organize meetings & events among musicians for development/fellowship.
- Effectively maintain a personal & professional self-development plan.



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## COMPETENCIES AND TRAITS:

In addition to the specific responsibilities required for this role, Brentwood Baptist Church also seeks candidates that possess some general competencies and behavioral traits that enhance the effectiveness of our staff.

### Management

- Effective in directing both resources and volunteers towards the accomplishment of goals
- Maximizes personal effectiveness by focusing on “must-dos” tasks
- Anticipates/avoids problems or formulates creative solutions
- Makes timely decisions that produce quality outcomes

### Team Contribution

- Demonstrates flexibility, adapts well to changing priorities or situations
- Self-directed and proactive in accomplishing tasks without significant oversight
- Is willing to take on additional responsibilities with a “can-do” attitude
- Collaborates well with others to accomplish group tasks

### Team Communication

- Clearly conveys expectations and priorities to volunteers
- Uses written and verbal communication in a way that accomplishes intended results
- Adheres to commitments, schedules and deadlines
- Functions well in a team environment, regularly shares information and solicits feedback from others

### Pastoring/Shepherding

- Demonstrates Christ-likeness and a commitment to personal spiritual growth
- Leads volunteers by serving and not by asserting control
- Utilizes emotional intelligence, is emotionally available to those he/she leads
- Invests in the development of others around him/her

### Self-Development

- Prioritizes and accomplishes self-development goals
- Demonstrates an ongoing commitment to obtaining the KASH (knowledge, attitude, skill and habits) necessary to be successful in this role
- Teachable spirit with a desire to learn and grow
- The gap between the current job description and the employee’s current abilities is appropriate and allows for future growth

## QUALIFICATIONS:

- A Christ-follower who can identify closely with the mission, vision & values of the church.
- A mature Christian who is growing personally through committed Bible Study, prayer and service
- A proven “team player” attitude & willingness to collaborate with other leaders & ministries
- Proven ability to think strategically & work consider varying worship styles & paradigms
- The proven ability to identify, train, lead and care for leaders & volunteers
- Proven ability to lead & manage people & relationships.
- Solid written and verbal communication skills.
- Ability to manage people, budgets, planning & implementation.
- Proven ability to read, write & execute music on charts (Nashville number system preferred)
- Ability to proficiently play an instrument is preferred
- Must have a basic working knowledge of sound & lighting systems



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#### **EDUCATION & EXPERIENCE:**

- Minimum of a Bachelors Degree from an accredited university. A Master’s Degree from an accredited seminary is preferred but not required.
- At least five years of experience leading worship in a large church, including the experience of providing primary leadership over the worship and music ministry.

All campuses function under the governance of Brentwood Baptist Church. Each campus is an established entity operating as a whole and permanent part of the Brentwood Baptist. Each maintains pre-determined alignment characteristics that uphold the Brentwood Baptist “DNA” while also containing some contextualized characteristics to allow it to best reach its target local community. Every staff member is an employee of Brentwood Baptist.

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