



To apply for this position, complete the online application on the Brentwood Baptist Church website:
www.brentwoodbaptist.com/employment

JOB DESCRIPTION

WORSHIP MINISTER THE CHURCH AT STATION HILL [A Regional Campus of Brentwood Baptist Church]

Department: Station Hill
Reports to: Campus and Teaching Pastor
Job Status: Full Time
FLSA Status: Exempt
Effective Date: 5-20-19
Primary Officing Campus: Station Hill
Primary Ministry Campus: Station Hill

SUMMARY

The Worship Minister is first and foremost a minister who serves Brentwood Baptist Church at large but specifically is assigned to help equip and shepherd the Station Hill congregation. He is responsible to the church, under the direction of the Campus and Teaching Pastor, for the development and supervision of a comprehensive music program, the planning and conducting of worship services with the Campus and Teaching Pastor, and special events within and related to the church. These duties include the direct supervision of the Worship Staff, key leaders, and volunteers involved in this ministry.

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

Worship

- Plan and lead weekly God-honoring and excellent worship experiences aligned with the Brentwood Baptist worship philosophy of ministry.
- Lead worship services for key Holy Days and special events, such as Christmas Eve, Holy Week, Easter and church-wide baptism celebrations.
- Lead and/or assist with the music portion of funerals and assist in setting and maintaining policies for the use of music in weddings.
- Lead weekly worship planning and production meetings at the Station Hill campus.
- Supervise the Station Hill Worship Production Coordinator.
- Give oversight, direction, and influence to the Station Hill Tech Director and evaluation/performance feedback to the Brentwood Baptist Media Director.
- Develop and lead the Station Hill Worship Choir, Vocal Team, and Rhythm Section.



PRIMARY JOB RESPONSIBILITIES – *(continued)*

Worship – *(continued)*

- Develop and lead the Instrumental Ministry (including horns, strings, orchestra, etc.) at Station Hill.
- Develop and mentor volunteer worship leaders and assist them in preparation the weeks they are leading.
- Assess and maintain music resources such as sheet music, digital recordings, and instruments.
- Work with the Children’s Minister & KidLife Choir Director to coordinate KidLife Music and plan family worship Sundays (approximately once each quarter) and VBS Sunday (annually).
- Oversee the Station Hill Worshipping Arts Center with assistance from the Worship Production Coordinator and in alignment with the policies and best practices of the Brentwood Worshipping Arts Center.
- Oversee the Station Hill Worship Budget.
- Serve as a liaison to community partners - i.e. band/choir directors in local schools, the Spring Hill Orchestra, etc.
- Participate in campus wide worship leader meetings

Ministerial / Pastoral Duties

- Serve as one of the pastoral staff at Station Hill, ministering to the overall church body as needs and opportunities arise with a specific focus on pastoral care for those regularly involved in music and worship ministry.
- Serve as the Station Hill Minister on Call in rotation.
- Assist with Guest Follow Up as part of the Station Hill staff.
- Attend the weekly campus staff meeting.

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

- Pray with and for all staff members on a regular basis and hold staff members accountable for personal spiritual and ministerial growth (self-development plan).
- Lead regular team meetings in order to communicate clearly about strategic, tactical and operational goals. These meetings should also develop a sense of teamwork and foster a sense of cooperation among the ministries.
- Work with the Brentwood Baptist Worship Ministry to support key sermon series during strategic times of the year.
- Be available to serve the church as a decision counselor, pastoral counselor, on-call minister and on-site minister (as assigned). Perform weddings and funerals as available.
- Collaborate with the Communications Team to be sure that music and worship opportunities are documented and available to the church on a timely basis through print, web, and other media outlets.



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

- Directs both resources and people (paid or unpaid) towards the accomplishment of goals
- Maximizes personal effectiveness by focusing on “must-dos” tasks and delegating other priorities to others
- Anticipates/avoids problems or formulates creative solutions
- Makes timely decisions that produce quality outcomes

Leadership

- Develops both vision and strategy that focuses team energy towards results
- Maintains a working environment characterized by high levels of encouragement and trust
- Drives team towards greater innovation and collaboration
- Sets clear expectations and holds team members accountable for them

Communication

- Clearly conveys expectations and priorities to staff and/or volunteers
- Uses written and verbal communication in a way that accomplishes intended results
- Adheres to commitments, schedules and deadlines
- Regularly shares information with and solicits feedback from staff/volunteers

Pastoring/Shepherding

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

Self-Development

- Prioritizes and accomplishes self-development goals
- Demonstrates an ongoing commitment to obtaining the necessary KASH (knowledge, attitudes, skills 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 personal sense of calling from God to vocational Christian ministry in general and worship ministry in particular.
- Can identify closely with the mission, values, vision, theology, philosophy and methodology of Brentwood Baptist Church.
- A mature Christian who demonstrates the Fruits of the Spirit, is growing in their faith and is committed to spiritual disciplines such as Bible reading, prayer.
- The proven ability to identify, equip and lead a team of volunteers.
- Ability to collaborate, cooperate and function well in a team environment.
- Demonstrates strong written and verbal communication skills.
- A strong commitment to the “ministry of presence” as a church platform leader who works to minimize time away on Sundays and during key events (however taking vacation time, sabbaticals, etc. is encouraged).
- An understanding and passion for blended intergenerational worship.
- Ability to play piano and/or guitar skillfully is preferred.
- Ability to lead and develop a worship choir ministry and different rhythm sections.
- Ability to engage and lead a congregation in corporate worship.
- Proven music and worship gifts, talents and skills.

EDUCATION & EXPERIENCE:

- Minimum of a Bachelors Degree from an accredited university.
- A Master’s Degree from an accredited seminary preferred.
- At least five years experience on a large-church staff leading in the area of worship.

All campuses function under the governance of Brentwood Baptist Church. Each campus is an established entity operating as a whole and permanent part of 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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