

Job Description
Praise Band Leader
Colonial Heights Presbyterian Church
(Approved December 15, 2025)

Primary Job Purpose/Duties:

The Praise Band Leader for Colonial Heights Presbyterian Church in Kingsport, TN will provide leadership for the contemporary Christian music ministry. This person will work with the Pastor, Choral Director, Worship Committee, and Praise Band participants to provide music that enhances the blended worship experience. This is a part-time (normally about 10 hours per week) year-round position with responsibility for planning, preparation, coordination, and execution of all aspects of the contemporary music for worship and other special services (e.g., funerals, weddings, Advent, Christmas, Lent, Easter, etc.).

Qualifications:

Required

- Strong singing voice and the ability to play a musical instrument suitable for contemporary Christian music.
- A good understanding of and ability to lead contemporary Christian music.
- Excellent communication skills with the ability to engage the congregation during worship.
- Skilled in planning, organization, and administration.
- Strong leadership and interpersonal skills, and ability to develop relationships and work effectively with others including the Praise Band, Pastor, Choral Director, staff, and church members.
- Personal profession of faith.
- Integrity, reliability, and a positive and encouraging outlook.
- Ability to learn and effectively utilize worship planning tools (e.g., Planning Center).
- Basic understanding of sound systems/equipment, or ability to learn.
- Age 18 or older.

Desirable

- Ability to play multiple musical instruments including guitar.
- Skilled in sound reinforcement including the ability to set up, troubleshoot, and maintain sound systems/equipment.
- Ability to learn and effectively utilize applicable media presentation software for worship.

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Responsibilities:

Essential

- Directing the Praise Band including conducting rehearsals and leading the group through all songs during worship and special services.
- Seeking/using input from the Praise Band and coordinating with the Pastor and Choral Director to select suitable songs for worship and special services.
- Seeking out and introducing new songs appropriate for worship.
- Preparing music for worship using applicable software and planning tools.
- Preparing/organizing/providing music charts to singers/musicians in advance of rehearsals to include vocal and instrumentation assignments for each song. Also ensuring that all charts are correct and reflect the suggested arrangements.
- Coordinating/scheduling musicians and singers for each worship service.
- Constructively coaching Praise Band members to achieve the best results, and to help grow their skills.
- Identifying/recruiting/developing new musicians and singers for the Praise Band as needed.
- Coordinating with those operating the sound system to ensure understanding of audio needs.
- Turning the sound system on/off and making basic adjustments to optimize Praise Band performance at the appropriate volume.
- Assisting in the set-up and tear-down of music equipment as needed.
- Providing/recommending any media materials (e.g., lyrics, videos, etc.) that are needed to enhance the music delivery.
- Arranging for a qualified leader when away, and preparing worship materials in advance.
- Working with the Pastor and Choral Director to promote a blended worship experience including performing songs involving both the Praise Band and Choir.
- Leading the congregation verbally (including greetings, prayers, and transitions) as requested by the Pastor in order to help people praise and connect with God through worship.
- Timely and effective planning and communications.
- Interacting and developing relationships with church members.

Potential

- Preparing presentation materials (e.g., videos) for worship using applicable software and planning tools.
- Setting up, troubleshooting, and maintaining the sound system/equipment.
- Identifying and helping justify future needs for sound equipment and musical instruments so that plans can be made for purchasing.

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Supervision and Communications:

- The Praise Band Leader will report to and be accountable to the Pastor/Head of Staff who will provide administrative supervision. The Praise Band Leader will normally communicate with the Pastor and Choral Director weekly to provide Praise Band updates and receive support and guidance about music/worship related activities relative to the ministry of the whole church. Oversight for the overall music program is the responsibility of the Worship Committee and the Session.
- The Praise Band Leader can find support and assistance in the planning/execution of contemporary music for worship services from members of the Praise Band, Pastor, Choral Director, and Worship Committee. The Praise Band Leader will attend Worship Committee meetings when requested/available.

Normal Weekly Work Schedule and Estimated Hours:

Coordination with Pastor and Choral Director - 1 hour
Planning/Preparations for Worship Service – 4 hours
Rehearsal with Praise Team – 2 hours
Worship Service including pre-service rehearsal (Sunday) – 3 hours
Worship Committee Meetings and Special Services – As required

Compensation:

Compensation will be commensurate with education, training, and experience starting at \$10,000.

Process for Job Application:

Interested candidates should submit a cover letter, resume, and other supporting material (e.g., music recordings, references, etc.) that demonstrate music performance and leadership capabilities/experience. (Submit to search@chpres.org.)

Candidates may also be requested to audition.

All applicants will be subject to a background check.