

The Orchard Evangelical Free Church
Job Description

JOB TITLE: Pastor of Congregational Life and Worship, Itasca Congregation

REPORTS TO: Campus Pastor - Itasca

PURPOSE:

The Pastor of Congregational Life and Worship is a campus-specific position that exists to glorify God by multiplying God-centered, Christ-exalting, world transforming believers through the Gospel in the greater Itasca area by growing the congregation in numbers and maturity.

RESPONSIBILITIES:

1. Oversee the day to day operations of campus activities related to congregational care and worship.
 - A. Congregational Care
 - a. Lead and grow the LIFE Group ministry by connecting members and regular attenders to a LIFE Group.
 - b. Recruit, train and develop LIFE Group leaders.
 - c. Oversee the Connection Card process, ensuring that attendance is accurately tracked, prayer requests are collected/distributed, and requests are answered in a timely manner.
 - d. Assist in short-term crisis counseling as needed for members and regular attenders.
 - B. Worship
 - a. Provide leadership in the creation and execution of weekly worship services to ensure the promotion of The Orchard's worship values.
 - b. Coordinate and manage schedules, rehearsal and sound checks with musicians, vocalists, and tech team.
 - c. Assist with the recruitment of excellent musicians, vocalists, and volunteer worship leaders to participate on the worship team.
 - d. Develop the worship team to regularly produce high-quality, dynamic, and enthusiastic worship music consistent with The Orchard's worship values.
 - e. Ensure that music ministry equipment is functioning adequately and oversee resolution of technical problems.
2. Assist with weekly platform duties for the campus which includes announcements, prayer, communion, and the benediction.
3. Assist with general pastoral duties related to the significant life events of members which include child dedication, baptism, membership, marriage, severe crises, and death.

4. Perform other tasks and duties as assigned by the Pastor – Itasca. These duties may include, but are not limited to, assisting with worship planning for special services or events and supporting ministries with worship teams (Pray First, Awana, Youth Groups, Celebrate Recovery, etc.)

QUALIFICATIONS:

- Bachelor's degree required, Bible College degree or higher preferred.
- Three plus years of worship leading experience desired.
- Theologically aligned and in agreement with EFCA Statement of Faith.
- Ability to organize, analyze, and execute tasks in a timely manner.
- Exercise discretion and good judgment in personal contacts.
- Ability to communicate effectively with management, members, and volunteers.
- Demonstrate professionalism through appearance, attitude, and personal interactions.
- Self-motivated and able to initiate projects and work independently.
- Computer literate to complete necessary tasks within software applications.
- Positive and supportive attitude.

To apply for this position, call Beth Acosta, HR Director, at 224.764.4082 or send your cover letter and resume to HR@theorchardefc.org.

