



Job Description

Job Title: Worship Lead

Reports To: Lead Pastor

Status: Non-Exempt

Classification: Part-Time Hourly Employee

Hours: Maximum of 20 hours per week

Benefits: No employee benefits

Employment: At-will under Tennessee law

Position Summary

The Worship Lead provides spiritual, musical, and administrative leadership for the worship ministry of Asbury Methodist Church. This position collaborates with the Lead Pastor, Worship Committee, staff, volunteers, and the Audio/Visual Team to lead Christ-centered worship that supports the church's mission, vision, and values.

Work Schedule

This is a part-time hourly position with a maximum of twenty (20) hours per week. Hours vary based on ministry needs and include Sunday worship, worship nights, rehearsals, planning, staff meetings, Worship Committee meetings, and other approved ministry events.

The Worship Lead is responsible for accurately tracking all hours worked and submitting detailed timesheets to the Lead Pastor on designated payroll dates.

Qualifications and Skills

- Affirm the mission, vision, core values, and doctrine of Asbury Methodist Church and the Global Methodist Church.
- Demonstrate spiritual maturity, emotional intelligence, and the ability to work collaboratively in a healthy team environment.
- Experience serving as the primary worship leader of a congregation.
- Strong lead vocalist with the ability to confidently lead congregational singing.
- Proficient on guitar (preferred) or another lead worship instrument.
- Ability to engage and shepherd a congregation through worship, verbal transitions, and spiritual leadership.
- Ability to lead the congregation toward a more modern blended worship style while honoring the church's mission and culture.
- Excellent organizational, communication, and interpersonal skills.
- Experience recruiting, developing, and leading volunteer teams.
- Working knowledge of Planning Center Online (PCO) and ProPresenter.

Worship Leadership Responsibilities

- Serve as the primary worship leader for all Sunday morning worship services and assigned worship events.
- Lead worship vocally while playing guitar (preferred) or another lead instrument.
- Lead and actively engage the congregation through music, Scripture, prayer, and worship transitions.
- Create an atmosphere that encourages congregational participation in worship.
- Provide spiritual leadership throughout each worship service.
- Provide appropriate pre-service and post-service music.
- Thoughtfully lead the congregation from its current worship style toward a more modern blended worship style.

Primary Duties and Responsibilities

- Collaborate with the Lead Pastor to plan worship services at least two months in advance.
- Finalize all music selections and enter them into PCO by Wednesday at 12:00 p.m. each week.
- Build and maintain worship plans, service orders, volunteer schedules, and rehearsals in PCO.
- Prepare the complete Sunday ProPresenter presentation, including incorporating pastor-approved sermon slides.
- Develop worship sets that complement sermon series and seasonal worship experiences.
- Recruit, train, schedule, encourage, and shepherd worship and Audio/Visual volunteers.
- Coordinate rehearsals and ensure all musicians and volunteers are prepared for worship.
- Collaborate with the Worship Committee Chair on worship elements, ministry initiatives, equipment, and budget needs.
- Support worship nights.
- Attend Worship Committee meetings.
- Provide leadership for the Audio/Visual Team.
- Develop seasonal worship experiences.
- Maintain music licensing and copyright compliance.
- Attend staff meetings.
- Perform other duties assigned by the Lead Pastor.

Performance Expectations

- Communicate professionally and promptly.
- Meet planning and administrative deadlines.
- Be dependable and punctual.
- Maintain a Christ-like attitude and servant leadership.
- Accept coaching and direction from the Lead Pastor.
- Complete administrative work accurately and on time.
- Accurately track and report all hours worked through timely timesheets.

- Fulfill responsibilities within the maximum twenty (20) hours per week.
- Model a lifestyle consistent with the church's beliefs.
- Maintain confidentiality.

Supervision and Evaluation

The Worship Lead reports to the Lead Pastor. Annual performance evaluations will be conducted by the Lead Pastor in consultation with the SPRC. Failure to meet expectations may result in coaching, corrective action, or termination consistent with church policy and Tennessee's at-will employment laws.

Physical Demands and Working Conditions

Work is performed both remotely and on-site and includes standing for extended periods, occasional lifting of musical or technical equipment, and regular attendance at worship services and ministry events.

Requirements

- Pass a background check and complete MinistrySafe training.
- Be proficient in reading music.
- Have prior experience as the primary worship leader of a congregation.
- Possess strong lead vocal abilities and lead all congregational music on Sundays.
- Play guitar (preferred) or another lead worship instrument.
- Attend Sunday services, rehearsals, staff meetings, Worship Committee meetings, and assigned events.
- Be a practicing Christian whose beliefs and lifestyle align with Asbury Methodist Church.

General Statement

This job description describes the general nature of the position and is not intended to be exhaustive. Responsibilities are expected to be fulfilled within the maximum twenty (20) hours per week. Additional hours require prior approval from the Lead Pastor. Responsibilities may be modified by the Lead Pastor and SPRC as ministry needs change.

Acceptance of this position is recognized by the signatures below on this date:

Printed Name of Employee

Printed Name of AMC SPRC Chair

Signature of Employee

Signature of AMC SPRC Chair