



JOB DESCRIPTION FOR:

Middle/High School Campus Pastor and Congregational Worship Leader

Reports to: K-12 School Superintendent and Congregational Pastor

Employment Status: Full time “at-will” employment

PRINCIPAL FUNCTION:

In alignment with the strategic goals of North Hills Church and Schools (NH), it has been determined that we hire a Middle/High School Campus Pastor and a Congregational Worship Leader. This person will report both to the K-12 School Superintendent and to the Congregational Pastor. The ideal candidate must understand and be in agreement with the overall mission, vision, and values of NH.

The two (2) main areas of this person’s responsibilities are (1) to serve as a Teacher and Pastor at North Hills Christian School (Middle and High School students) for Bible and Musical Worship; and (2) Serve as the North Hills Congregational Worship Leader. Below is a partial listing of the 2 main functions:

1) MIDDLE/HIGH SCHOOL TEACHER/PASTOR

- Teach Middle/High School Bible and Worship.
 - Work with the North Hills Congregational Pastor to develop appropriate Bible-based curriculum for Middle/High School Bible classes.
- Teach elective Music classes related to Worship Arts and Performance.
- Lead a team of teachers and students to plan and implement Wednesday Chapel Services for Middle/High School:
 - Oversee and train student led worship band including regular rehearsals during school hours.
 - Lead team to choose yearly chapel themes, speakers, and creative videos to enhance the chapel experience.
- Serve as School Chaplain and assist the Congregational Pastor with pastoral care to student body and their families.
- Cooperate with church youth ministry leaders to facilitate the crossover between School campus ministries and the church youth ministries.
 - Wednesday Youth Ministry
 - Sunday Congregational Youth worship practice
 - Youth Sunday evening monthly service

2) CONGREGATIONAL WORSHIP LEADER

- Lead North Hills Church in organizing and leading the musical portion of worship each Sunday morning.
 - Excel in vocal and instrumental performance and serve as the main Worship Leader during Sunday morning services and special services held throughout the year.
 - Assist the Congregational Pastor in all aspects of the Sunday morning worship experience.
 - Develop the musical performance skills in others as well as in him.
 - Recruit and develop a Sunday morning worship team through regular rehearsals.
 - Understand audio and vision production and be willing to learn our systems.

GENERAL RESPONSIBILITIES AND OPPORTUNITIES:

- Promote the vision and mission of NH as an active member of the church and school community.
- Work within organizational values and understands the importance of modeling those behaviors and improving on his skill-set.
- Understand disciplines and practices in leading effective team meetings that result in the best solutions for the organization.
- Meet regularly with all appropriate teams under his direction and supervision.

ESSENTIAL FUNCTIONS: This person must be able to perform the following essential functions that are check-marked with or without reasonable accommodation:

	Sedentary (minimum)	√	Semi- Sedentary	√	Moderate	√	Maximum Difficulty	√
Lifting	0-10 lbs.		10-20 lbs.		20-50 lbs.	√	50+ lbs.	
Pushing/pulling	0-20 lbs.		20-40 lbs.	√	40-60 lbs.		60+ lbs.	
Sitting (floor/child size chair)	1 hr. or less		1-3 hrs.		3-5 hrs.		5 hrs. or more	√
Standing	1 hr. or less		1-3 hrs.		3-5 hrs.	√	5 hrs. or more	
Crawling-Stooping- Kneeling	1 hr. or less		1-3 hrs.		3-5 hrs.	√	5 hrs. or more	

(Essential Functions Cont'd)

- Maintain good classroom management and discipline.
- Keep good records of student grades and achievement.
- Be a problem solver and forward thinker who takes initiative to accomplish necessary tasks.
- Direct, motivate, and evaluate the work of ministry volunteers.
- Use a personal computer and appropriate software for word processing, record keeping, and church administrative functions.
- Effectively represent North Hills in answering questions, responding to inquiries, providing assistance, and dealing with concerns from members, parents, students, the community, and other ministry partners.
- Maintain confidential information when required by legal or ethical standards.
- Other work as assigned.

DESIRED QUALIFICATIONS AND EXPECTATIONS:

- Has a strong work ethic, good follow-through, and responds to correspondence in a timely and appropriate manner.
- Must understand the dynamics of our large and often complicated organizational structure and be comfortable working under the direct supervision of two supervisors.
- Must follow biblical standards for personal morality and must maintain excessive time to develop his relationship with his family. We will not allow him to call himself a workaholic.

MINIMUM QUALIFICATIONS:

- Must be “born again” and an active member of North Hills Church.
- Must have a demonstrated call to pastoral ministry.
- Must be ordained to the Gospel Ministry or have a desire to become ordained.
- A Bachelor Degree from an accredited College or University.
- A Masters of Divinity (or equivalent) from an accredited Seminary strongly preferred.
- Must be able to prove eligibility to work in the United States.
- Must consistently demonstrate the values of North Hills as set aside in the Strategic Plan.
- Most importantly, this person must continue to seek personal and spiritual growth as a Christ-follower.

WEEKLY SCHEDULE:

- This person will work Sunday-Thursday with additional time for rehearsals and meetings.
- North Hills recognizes the variety of times the staff is expected to be on campus throughout the year and we offer “comp” time when additional responsibilities add to the work schedule.