



JOB DESCRIPTION FOR:

Pastor of Worship and Middle/High School Campus Ministries

Reports to: Associate 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 Pastor of Worship and Middle/High School Campus Ministries. This person will report to the Associate 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 at North Hills Christian School for Bible and Musical Worship; and (2) Serve as the North Hills Church Pastor of Worship. Below is a partial listing of the 2 main functions:

1) MIDDLE/HIGH SCHOOL TEACHER

- Teach Middle/High School Bible 2-3 Bible classes per day
 - Work with Associate Pastor to develop appropriate Bible-based curriculum for Middle/High School Bible classes
 - Continue to develop North Hills Bible classes in alignment with our overall small group strategy
- Teach 1-2 elective music classes per day related to Worship Arts and Performance
- Teaching schedule not to exceed 4 periods daily
- Lead a team of teachers and students to plan and implement the yearly Bible Camp

2) PASTOR OF WORSHIP

- 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 Associate Pastor in all aspects of the Sunday morning worship experience
 - Develop the musical performance skills in others as well as in himself
 - Recruit and develop a Sunday morning worship team through regular rehearsals
 - Understand audio and vision production and be willing to learn our systems
- 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
 - Lead team to choose yearly chapel themes, speakers, and creative videos to enhance the chapel experience
- Serve as Middle/High School Chaplain and assist Associate Pastor with pastoral care to Middle/High School student body and their families
- Cooperate with church student ministry leaders to facilitate the crossover between School campus ministries and the church youth ministries

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 understand 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.
- Must know and understand best practices for leading effective small groups as well as training other leaders for effective small group ministry
- Must follow biblical standards for personal morality and must maintain excessive time control/practice time management in order to develop his relationship with his family. We will not allow him to call himself a workaholic

MINIMUM QUALIFICATIONS:

- Must be “born again” and continue to seek personal and spiritual growth as a Christ follower
- He and his immediate family must maintain active membership at North Hills Church
- Must be familiar and in agreement with North Hills’ beliefs as outlined in the Baptist Faith and Message (2000)
- Must have a demonstrated call to pastoral ministry

- Must excel in vocal and instrumental performance
- Must be ordained to the Gospel Ministry or have a desire to become ordained
- Must have a Bachelor Degree from an accredited College or University in an appropriate Christian studies field
- A Masters of Divinity (or equivalent) from an accredited Seminary is strongly preferred
- Must be able to prove eligibility to work in the United States

WEEKLY SCHEDULE:

- This person will work Sunday-Thursday with additional time for rehearsals and meetings.