

JOB DESCRIPTION

RESIDENT

CAMPUS: MEDINA EAST



Ministry Area: Worship and Creative Arts Ministries

Ministry Position: Worship Resident

Time commitment: 40 hours per week, full-time salaried, exempt status

Reports to: Tony Livigni, Campus Pastor

Position Overview

Under the direction of the Campus Pastor, this position provides leadership oversight of Weekend Environments at the Medina East Campus. The hours of this position will be flexible, both in office and out, as it is salaried and designed to facilitate a “24/7 mentality” of ministry.

Essential Job Functions

- Actively pursuing a seminary degree through the Grace Seminary program.
- Is an active participant in the Grace Church residency program.
- Assist Campus Pastor and/or Worship Pastor in cultivating the vision and values for weekend services, providing direction, and mobilizing teams for both online and in-person experiences, including:
 - Continuous training of volunteers and leaders in *Gospitality* (gospel-motivated hospitality), the cultural core of MEC weekend environments.
 - Recruitment, equipping and spiritual leadership of AVL, music teams and worship leaders.
 - On song selection for weekend services, vetting all potential songs through theological, philosophical, and gospel-centered lenses.
 - Partnering with the Weekend Environments Coordinator for all things related to the Weekend Service experience.
 - With the Campus Pastor, acting as a key determinative filter for weekend service promotional initiatives.
 - Raising up volunteers to occupy areas of leadership within ministries (i.e. a *Replace Yourself* and *30 in 30* mentality).
 - Advising and collaborating with support staff to strive for clear communication and drive ministry excellence.
 - Working in partnership with the Communications Team.
 - Providing key recommendations and feedback to the Campus Pastor regarding weekend gatherings.
- Find creative ways to instill a theology of worship in the people of the Medina East Campus, both in and outside weekend services.
- Faithfully steward Creative Arts Ministry (CAM) resources such as the CAM budget, facility, AVL equipment, etc.
- Support the integration of arts-based resources (including overseeing AVL needs) throughout the Ministry Environments of MEC (POWER Kids, Student Ministries, United and Adult Ministries), working closely with leaders in these areas to resource, support and facilitate these ends.
- Function in pastoral capacities as needed i.e. Pastor on Call.
- Assist the Campus Pastor of Medina East with other functions deemed necessary.

Technical Requirements

- Bachelor's Degree in Bible, Theology, Church Leadership and/or Ministry, Worship Ministries, and/or comparable experience.
- Personally, skilled in music, music theory and music arrangement; functional awareness of CAM-related technology (sound boards, amplifiers, computer applications, video capture and editing, etc.) to lead experts with skill.
- Ability to communicate/lead volunteers through the creative process.
- Ability to manage projects.
- Familiarity working within current methods of communication.

Spiritual Life

- Growing in faith as a believer in Christ (2 Peter 1:5-11).
- Must have a teachable spirit and servant's heart (Philippians 2:1-11).
- Has a vibrant prayer life, as this is the beginning to healthy ministry and job function (I John 5:14).

General Requirements

- Faithful and committed attendee of Grace Church, Medina East Campus.
- Adheres to and support the vision and philosophy of Grace Church and its leadership, including the Statement of Faith and Staff Creed.
- Has completed or is in the process of completing Discovery within six months of hire.
- Has a heart focused on ministry, not just a job.
- Will care for others by appropriately praying with, consoling, speaking of Christ and/or sharing scripture, always being concerned about the spiritual welfare of others.
- Is teachable and willing to learn how to develop both strengths and weaknesses.
- Possesses organizational and multi-tasking abilities and able to handle stressful situations with self-control and teamwork.
- Handles confidential matters and material with integrity and humbleness within a team environment. Requires an intuitive understanding of sensitive ministry information. Communicates information to pastoral staff as appropriate.
- Possesses a strong work ethic (We are the recipients of the Lord's money), working the required weekly hours.
- Is self-directed and a self-starter, pro-actively working independently with minimal supervision.
- Is proficient and confident in computer skills that include the programs of Microsoft Office; being willing to learn in-house management systems. Experience in WordPress is a plus.
- Has the ability to maintain a high level of accuracy in preparing and entering information developing processes to efficiently get the work finished promptly.
- Strive for excellence, not perfection.
- An eagerness to initiate or respond personally to the needs and questions of others connecting them to the ministry of Grace Church.
- A willingness to be part of the overall Grace staff team being flexible as assignments and/or weekly needs arise.
- Is dependable, thoughtful, and trustworthy.
- Has a professional, yet personal approach to ministry.
- Is willing to perform other duties as required in a spirit of servitude.

Measured By

- 30/60/90 and annual review by Medina East Campus Pastor.
- Input from leaders, staff, and volunteers.