

**TRINITY CHRISTIAN REFORMED CHURCH  
WORSHIP COORDINATOR  
JOB DESCRIPTION**

**POSITION OVERVIEW:**

The Worship Coordinator is responsible for developing, coordinating, and maintaining meaningful, transformational, relevant worship. The overall goal of this position is to assist the Trinity congregation in bringing glory to God, through liturgy and music with a blend of styles, voices, and instruments by developing and utilizing the gifts of God's people. Position is part-time, 20-25 hours/week

**QUALIFICATIONS AND ABILITIES:**

- Vital relationship with Jesus Christ.
- Sensitivity to the Reformed faith.
- A willing participant in the life and ministry of Trinity CRC.
- Strong musical ability, a degree in music or church music preferred.
- Genuine love and respect for people and a positive, servant attitude.
- A team player with the staff and congregation with a willingness to learn, delegate responsibilities, and empower others.
- Good communication and interpersonal skills, along with organizational skills, technical competency, and inspiring leadership.

**RESPONSIBILITIES:**

- Ensure that worship services remain true to Scripture, following Trinity's goals and mandates, and centered on the preaching of the Word.
- Serving under the lead of the Pastors, plans and oversees worship music and liturgy along with Worship Planners and other team members.
- Serves as the primary contact in the coordination and scheduling of Baptisms and Professions of Faith.
- Coordinate praise teams, vocal ensembles, instrumentalists, and be responsible in leading and utilizing the gifts and talents here at Trinity with members of all ages.
- Explore ways to introduce and teach new music to the congregation.
- Maintain and provide music and liturgical resources.
- Chair the Worship Team meetings and facilitate the Worship Planning meetings.

**ACCOUNTABILITY:**

- The Worship Coordinator will work under the supervision of the Director of Ministry, in partnership with the Pastors, Worship Team, and Worship Planners.

Written by: MB

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Approved: May 3, 2010

Revised: