



JOB DESCRIPTION(S) - Worship Pastor and Student Ministry Director

Viewpoint CHURCH

viewpointchurch.org

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Newport Beach, CA 92663

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Co-Pastors: Dr. Roger Tirabassi and Becky Tirabassi, MACS

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POSITION(S) DESCRIPTION:

(1) *Worship Pastor: Part-time position of 20-25 hours.*

(2) *Director of Student Ministries: Part-time position of 20-25 hours depending on speaking/preaching aptitude.*

OR

(3) *Worship and Student Ministry Pastor: Full-time, salaried position of 40 hours.*

Compensation: Determined by experience and education.

Note: The average Sunday attendance of Viewpoint Church community ranges between 80-100 students and adults who attend "in person" service, another 50+ who attend online, and an average of 20 students who are in junior high and high school.

(1) Worship Pastor

General Purpose of Worship Pastor Position: To passionately lead our church in worship on Sunday mornings with a joy and hunger to know God better through music. To engage men, women and students in worship of the Lord by developing and training a team of volunteer musicians and singers of all ages to accompany the worship pastor in leading worship for the church.

Organizational Relationship and Supervision:

The Worship Pastor reports to the Lead Pastors for spiritual and ministry guidance. The Lead Pastors provides an annual evaluation of the Worship Pastor's performance. He or she will be responsible and subject to Viewpoint Church policies and doctrine as determined by the Board of Viewpoint Church.

The Worship Pastor will participate in weekly staff meetings and service planning meetings, attend regular one-on-one meetings with the Lead Pastor, be a member of a Community Group, and participate in all regular and special services of the church.

PRIMARY DUTIES AND RESPONSIBILITIES:

Seek to integrate worship into all phases of church life, to create a culture that is intentionally intergenerational, striving to unite with and complement other church ministries.

1. Help plan, develop, and implement all aspects of worship ministry in the church.
2. Model and raise the value of a Christ-centered lifestyle within the church.
3. Recruit, train, and mentor volunteers to serve on the worship team.
4. Keep records of worship teams members, manage administrative duties which include records necessary for worship ministry.
5. Communicate in a timely manner and as effectively as possible using all



available resources (Sunday service, social media, text or email). Ensure communication with church staff and leadership, parents, and the church as a whole regarding Worship Ministry.

6. Ensure that the Safe Environment policies are observed in all ministry settings.

SECONDARY DUTIES AND RESPONSIBILITIES:

1. Be aware of resources for developing the worship ministry programs and participate in continuing education events and training opportunities.
2. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality – working with the overall church in all areas. Be ALL IN!

Qualifications and Aptitudes:

1. Embrace Viewpoint’s Beliefs, Vision, Mission and Leadership standards (301).
2. Education: Bachelor’s Degree is preferred with possible advanced education.
3. Must have vision, experience, and demonstrated ability to plan, develop, coordinate, manage and implement worship ministry. .
4. Demonstrate gifts and calling to worship ministry, and have a passion for evangelism and outreach, both personally and at the ministry level.
5. A self-motivated leader, capable of casting and imparting vision for ministry, possessing relational skills with youth, parents, and staff, especially in seasons of working from home or in virtual settings.
6. Must have excellent musical skills, written and verbal communication skills, conflict management skills, and current technological skills.
7. Must possess a proven ability to work effectively with teams of volunteers.
8. Must possess excellent leadership, administrative, and organizational abilities.
9. Should be able to act with minimal supervision and provide guidance to church leadership in all areas concerning worship ministries.
10. Last, but certainly not least, exemplify obedience to the Word of God and devotion to a deep-rooted prayer life.

(2) Youth Director or Youth Pastor Position:

General Purpose of Youth Director/Pastor Position: To build young disciples for Christ by developing and implementing a comprehensive approach to *youth ministry* while serving as a leader and role model. To demonstrate a hunger for more of God and possess a passion to weekly lead the students and young adults in our church, as well as engage them in the Sunday morning church community (through attendance and involvement in the service).

Organizational Relationship and Supervision:

The Student Ministry Director reports to the Lead Pastors for spiritual and ministry guidance. The Lead Pastors provides an annual evaluation of the Youth Director's performance. The Student Director will be responsible and subject to Viewpoint Church policies and doctrine as determined by the Board of Viewpoint Church.

The Student Ministry Director will participate in weekly staff meetings and service planning meetings, attend regular one-on-one meetings with the Lead Pastors, be a member of a Community Group, and participate in all regular and special services of the church.

PRIMARY DUTIES AND RESPONSIBILITIES:

Seek to integrate youth into all phases of church life, to create a culture that is intentionally intergenerational, striving to unite with and complement other church ministries.

1. Be an advocate for students and educate the church about the hopes, concerns and needs of the young generation in the church and community.
2. Help plan, develop, and implement all aspects of a balanced student ministry in the areas of weekly group meetings, worship, small group discipleship, missions, and outreach. Keep parents updated on ministry strategies and plans in a way that encourages partnership and involvement.
3. Model and raise the value of a Christ-centered lifestyle within the youth of our church.
4. Recruit, train, and mentor volunteers who work with both youth and/or serve on the worship team.

5. Support parents in effectively fulfilling their Christian parenting roles, in concert with other pastoral staff.
6. Coordinate the curriculum for students (grades 7-12) and recruit volunteers. Work with Children's Director to insure a combined effort and assimilation into Junior High ministry.
7. Keep records of youth and teams members, manage administrative duties which include records necessary for all youth ministry (student fees, fund raising for events if necessary and ministry/mission trips).
8. Communicate in a timely manner and as effectively as possible using all available resources (Sunday service, social media, text or email). Ensure communication with church staff and leadership, parents, and the church as a whole regarding Student Ministries
9. Ensure that the Safe Environment policies is observed in all youth ministry and worship settings.

SECONDARY DUTIES AND RESPONSIBILITIES:

1. Be aware of resources for developing the student ministry programs and participate in continuing education events and training opportunities.
2. Be available to youth in a variety of ways (i.e. lunch at school, attendance at extracurricular activities, visitation, times of crisis, etc.)
3. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality – working with the overall church in all areas. Be ALL IN!
4. Maintain a close working relationship with the public and private schools of our community. Make connections with students from our schools, drawing them into the fellowship of our church and into a personal relationship with Jesus Christ.

Qualifications and Aptitudes:

1. Embrace Viewpoint's Beliefs, Vision, Mission and Leadership standards (301).
2. Education: Bachelor's Degree is preferred with possible advanced education.
3. Must have vision, experience, and demonstrated ability to plan, develop, coordinate, manage and implement a student ministry and worship team.
4. Demonstrate gifts and calling to youth ministry, love students and young adults, and have a passion for evangelism and outreach, both personally and at the ministry level.

5. A self-motivated leader, capable of casting and imparting vision for ministry, possessing relational skills with youth, parents, and staff, especially in seasons of working from home or in virtual settings.
6. Must have excellent written and verbal communication skills, conflict management skills, and current technological skills.
7. Must possess a proven ability to work effectively with teams of volunteers.
8. Must possess excellent leadership, administrative, and organizational skills.
9. Should be able to act with minimal supervision and provide guidance to church leadership in all areas concerning student and worship ministries.
10. Last, but certainly not least, exemplify obedience to the Word of God and devotion to a deep-rooted prayer life.

(3) Worship and Student Ministry Pastor: Full-time, salaried position of 40 hours.

A combination of both Worship and Youth Pastor, as depicted in positions (1) and (2), with his or her strongest passion and skill set being to lead worship for our church community, and raise up the young generation to know God better and make Him known.