

## **Director of Worship Arts**

West Valley Presbyterian Church (WVPC), member Covenant Order of Evangelical Presbyterian (ECO)  
6191 Bollinger Rd.  
Cupertino, CA 95014  
408-252-1365  
<http://www.wvpc.org/>

### **Job Summary**

### **Responsibilities and Duties**

#### **Primary Responsibilities and Authority:**

- Develop overall vision and direction for worship arts that is contemporary in style
- Director will be the leading presence in worship each Sunday
- Provide quality, Spirit-led worship characterized by celebration, passion and intimacy. (Passionate Worship is one of the core values of WVPC)
- Provide for weekly and seasonal (eg Christmas, Good Friday, Music Sunday) worship celebrations.
- Oversee and coordinate all aspects of weekly Worship Arts Ministry including recruitment and development of Worship, Instrumental, Sound and Media Teams
- Develop and oversee the budget for WVPC worship arts with the Chair of the Worship Committee
- Give special attention to the gathering and engagement of young adults and families with children.
- Oversee and facilitate the Children's Choir and Youth Band
- Oversee the Chancel Choir Director and choir scheduling
- Oversee and arrange for maintenance, upgrading and tuning of the church's musical instruments
- Develop community within the Worship Arts Department through theological reflection, group connection (retreats, family gatherings, trainings) to equip and encourage participants

#### **Secondary Responsibilities:**

- Meet weekly with staff and Senior Pastor for purposes of review, planning, goal setting and sharing.
- Meet with Senior Pastor on a regular basis to determine sermon topics and themes in order plan creative and Spirit-filled worship.
- Meet monthly with Worship Committee
- Develop expertise with Planning Center program
- Prepare a monthly report for the Session and participate in their meetings at the Session's request.
- Provide coordination for occasional funeral or wedding services.

**Accountability:** The Worship Arts Director will report to the Senior Pastor who is the head of staff with oversight by the Worship Committee

**Terms of Call:** Ordination/Licensure Not Required. The director must have a personal relationship with Jesus Christ and a heart for reaching others for Christ.

**Work Week:** 40 hours per week average inclusive of Sundays. **Vacation:** Per Personnel Manual

**Holidays:** Per Personnel Manual

**Compensation:** \$50,000 plus medical benefits.

**Probation Period:** The first ninety (90) days of employment are on a trial basis and are considered a continuation of the employment selection process.

**To Apply:** In addition to your resume, please send digital links to samples of your worship leading and music to [wvpc-worship@googlegroups.com](mailto:wvpc-worship@googlegroups.com).