

KURRI KURRI BAPTIST CHURCH

Worship Team Coordinator Role Description

Document 37	
Replace existing document?	Yes
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Note: Throughout this document, “Church” refers to Kurri Kurri Baptist Church (KKBC), the local Church which adopted this document.

Role Title

Worship Team Coordinator

Role Description

Plan and coordinate weekly worship services and special events with the Worship Team.

NOTE: The Worship Team comprises Service Leaders and Musicians.

Responsibilities

- Pray for, and encourage others to pray for, those involved in the Worship Team
- Liaise with the Worship Team to plan and organise worship services and special events
- Facilitate Worship Team meetings on a regular basis
- Liaise with the Pastor and/or the Leadership regarding preaching roster
- Provide encouragement to, and orientation of, Worship Team members
- Plan and organise appropriate training and development activities
- Recording and reporting compliance as required by CCLI <https://reporting.ccli.com/search> , One License <https://www.onelicense.net/my-reports>
- Work with other Ministry Coordinators (such as the Children's Ministry Coordinator) as required, taking into consideration the needs of these Ministries
- Appointment of a Worship Team;
 - In liaison with the Church Leadership, appoint a team of Service Leaders, and communicate the members of this team to the Diaconate, Safe Church Team, and Roster Coordinator
 - Appoint a team of Musicians, and communicate the members of this team to the Diaconate, Safe Church Team, and Roster Coordinator

Prerequisites and/or skills required

- Church member, and/or agree with the "Responsibilities of Membership" listed in the Constitution (5.c.)
- Compliance with the Procedure for Staff and Volunteers
- Have qualifications and/or be experienced and/or be gifted in Worship / Music ministry

Supported by

- Church Leadership, and Church
- Worship Team (Service Leaders, Musicians)
- Roster Coordinator

Term

- Nominated by the Church Leadership and affirmed at the Annual Church Meeting
- One year term, with eligibility for re-nomination for subsequent terms

Reporting to

- Church Leadership, and Church

Reporting method and frequency

- By means of regular reporting to the Diaconate, and contributing a written report for the Church Annual Report