



POSITION DESCRIPTION WORSHIP DIRECTOR/PASTOR

Approved: January 17, 2026 IRS Worker Classification: Employee FLSA Classification: Exempt WSFC Ministerial Licensure: Eligible	WSFC Employment Category: Regular, Full-Time WSFC Staff Category: Ministerial Staff WSFC Hiring Approval Level: Elder Board
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SUMMARY

The Worship Director/Pastor serves the body of West Shore Free Church (WSFC) by working collaboratively with the Senior Pastor to ensure that Sunday services lead the congregation to worship God with reverence and awe. The intent is always to bring God honor and glory and to hear what He would say to us through His Word and our praise. The Worship Director/Pastor will also build a healthy team of worshippers who will be able to faithfully lead our church in various expressions and opportunities for worship as we live and serve together. In addition to worship leadership, the Worship Director/Pastor provides high level oversight and direction for the Hospitality Ministry, cultivating a church culture that welcomes everyone and helps new attendees take their next step.

QUALIFICATIONS

Ministry Specific

- Gifted, experienced and skilled leadership abilities (on and off the platform), providing day-to-day direction for the Worship Ministry
- Passion to help lead the body of Christ into worship
- Formal education and/or training in worship or a similar field preferred
- Successful leadership experience in worship or a similar ministry is preferred
- Demonstrated administrative, relational and organizational skills to successfully develop, implement, coordinate and evaluate ministry programs and activities
- Embody flexibility, patience, grace and calmness under pressure
- Ability to envision, organize and administer a multi-faceted ministry incorporating many volunteer leaders and participants and to coach others to do the same
- A clear call to and love for the local church with a willingness to be “all in” with the mission and values of the church
- Excellent communication skills
- Theological training and wisdom
- A team builder with the ability to collaborate across ministry lines
- A pastor’s heart and love for people
- Gifted musician with the ability to connect with and lead musicians of every level
- Ability to connect with younger adults (on and off the platform) while demonstrating love and honor to the people of all generations
- Good chemistry with the Senior Pastor
- Innovative and creative, with the ability to offer a breadth of musical expressions

Team

Considering the critical role each employee plays in advancing the mission that God has given us at WSFC, each employee shall:

- Express a credible and growing personal faith in Jesus Christ.



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- Affirm WSFC's Statement of Faith, Constitution & Bylaws and Mission, as well as abide by church positions and policies.
- Demonstrate a strong commitment to the corporate life of our church.
- Become a member of WSFC within one year of employment.

RESPONSIBILITIES

Ministry Specific (80-90%)

- Develop strategic plans for the Worship and Hospitality Ministries that are in alignment with the overall church mission, vision, values and strategies
- Develop systems and structures that will create healthy, God-honoring Worship and Hospitality Ministry cultures
- Live a healthy, balanced lifestyle that honors God, family and others
- Continually develop gifts and knowledge through training, networking and personal development
- Serve as the primary Worship Leader of the church while developing other Worship Ministry team leaders as well
- Provide overall leadership to the Worship Ministry
- Oversee the Hospitality Ministry
- Lead/facilitate the collaborative design of worship services and special events
- Provide continuity and creativity for the weekend services
- Build and maintain a healthy, effective Worship Ministry team and community
- Provide spiritual oversight to the Worship and Hospitality Ministry teams
- Communicate with key people in a timely manner
- Maintain healthy team relationships through meetings and informal sharing of life
- Build a worship culture that is continually attracting new artists and infusing new talent, resulting in an ever-growing worship ministry
- Coordinate worship needs and development within other ministries in the church
- Help develop current musicians and artists to realize their full God-given potential
- Oversee the creation and implementation of the Worship and Hospitality Ministry budgets
- Fulfill other duties as assigned in support of general ministry needs shared by ministerial staff for the health of the body, and to advance the vision and mission of the church (e.g. weddings, funerals, counseling, teaching, discipleship, etc.)

Team (10-20%)

- Partner with the other members of the Ministerial Staff, the Senior Pastor and the Elders to seek and pursue God's direction for our church
- Participate in the churchwide mission to Follow Jesus and Make Him Known in personal life and ministry
- Supervise and develop staff members reporting under this role
- Other duties as may be assigned, including duties listed in the "General Expectations for Ministerial Staff" document, available via Human Resources



WEST SHORE
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REPORTING RELATIONSHIPS

The Worship Director/Pastor serves under the general authority of the WSFC Elder Board and the leadership of the Senior Pastor, while reporting to the Senior Pastor. The Worship Director/Pastor works collaboratively with staff and volunteers to meet WSFC goals. The Worship Director/Pastor supervises the Technical Manager as well as the Worship and Hospitality Administrative Coordinator.

WORKING ENVIRONMENT

Limited physical activity, including standing, lifting equipment and operating sound/media systems. Primarily works on-site, including weekends, evenings, holidays and special events. Occasional travel may be required.