

## Job Description – Music and Media Director

### Key Statement

The Aldinga Bay Baptist Church is looking to employ a music and media director. This person is to be a professing Christian evidencing a life that is both passionate for the glory of God and committed to the furtherance of the gospel. They are to be creative and competent in the areas of music and visual media. The ability to work with others and lead teams will also be central to this role. The candidate should have a good grounding theologically and have a gospel centred approach to ministry.

### Accountability

In the day-to-day function of this role the Music and Media Director will be accountable to the Senior Pastor of the Aldinga Bay Baptist Church (ABBC).

**Time** – 0.4 (to be reviewed in 12 months from commencement of position).

### Primary Responsibilities

The Music and Media Director shall:

1. Oversee the music ministry at all services.
  - Be present at services.
  - Put together a quarterly music roster.
  - Review/ develop the current song list to ensure it properly reflects a philosophy of worship that is participatory in nature and theologically in keeping with our statement of faith.
  - Review/ develop an administrative system that aids the smooth running of the music ministry.
  - Ensure the necessary reporting of song usage remains up-to-date.
  - Ensure songs are recording correctly in the song database.
  - Liaise with team leaders to ensure they are prepared for their weekend responsibilities.
  - Participate on the roster in a leading/ playing capacity.
2. Oversee the digital media and promotion of ABBC
  - Assist the church in its on-line communication (both website and social media sites)
  - Review and develop the usage of digital media at Sunday services.
3. Coach the Sunday worship leaders.
  - Communicate what it is we are seeking to achieve in the services.
  - Work with them to achieve these outcomes.
  - Listen to their thoughts and ideas.
  - Give feedback in regard to their ministry.
4. Grow the music team
  - Identify and nurture those at ABBC that have gifts in music.
  - Speak with the Senior Pastor and other relevant ministry leaders regarding the suitability of new members to the music ministry.
  - Work with the Senior Pastor and relevant ministry leaders to ensure proper mentoring relationships are in place for new members.

## Personal Attributes, Skills and Knowledge

The Music and Media Director is to be a person who:

- Is of good character and evidences a maturity that is formed out of genuine relationship with Jesus.
- Has a demonstrated commitment to the local church.
- Evidences commitment to the vision, mission and core values of the Aldinga Bay Baptist Church.
- Is flexible with their work hours and sensitive to the demands of church ministry.

## The Music and Media Director Must Possess

- A commitment to work to fulfil the mission and vision of ABBC.
- The ability to develop networks with the wider Christian and non-Christian community.
- A robust understanding of Scripture that enables a theological underpinning of the music ministry.
- A demonstrated musical ability.
- An understanding of digital technology.
- Effective leadership skills with the ability to work in team ministry.
- Be in agreement with the doctrinal position of ABBC.
- Knowledge of and commitment to effective implementation of Work Health Safety.
- Relevant Child Protection Training and current Working with Children Card (or be willing to obtain these prior to commencement).
- Be committed to the unity of the church, therefore demonstrate an ability to handle criticism constructively, confront poor behaviour and seek to resolve conflict.
- Demonstrated experience in church ministry.

## Tenure of Position

- The successful candidate will be employed on a part time basis (0.4 FTE)
- The candidate will be employed under a 12-month contract to be reviewed at the end of this period.
- There will be an initial review at the end of the first 3 months.
- Some flexibility of work hours will be expected to accommodate the nature of church ministry.
- Dismissal will be in accordance with the guidelines laid out by the Fair-Work Ombudsman.
- Employment conditions will generally conform to those recommended by Baptist Churches of SA.
- The salary will be based on Baptist Churches SA guidelines.
- The successful applicant will need to provide a current Working with Children's Card and will be required to receive relevant Child Protection Training.

All expressions of interest are due no later than 25<sup>th</sup> September 2020 and to be directed to the Senior Pastor, Andrew Downes.

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