



Ministry Position Description
CREATIVE ARTS & WORSHIP ASSOCIATE

The Associate position is designed to provide young adults with an opportunity to experience real-life, hands-on ministry that will greatly improve their character, skills, and value in ministry endeavors. Associate positions are usually full time which includes normal office hours, leadership and assistance in ministry events, etc. Some part time options that allow for online studies may be available.

Qualifications We Seek:

- Youth Ministry: Love for youth/youth ministry, some experience a plus;
- Event Ministry: Enjoys helping to produce events, such as camps and conferences; some experience a plus;
- Creativity: Skill and experience in leading worship, preferably play an instrument such as piano or guitar.
- Teaching: Age at least 20 years; must be spiritually mature enough to guide younger college students and youth in leading worship, plus discipleship in their campus/dorm life, and to hold them accountable for their progress.
- Management: Ability to manage assigned worship and creative aspects of camp/conference/events ministry;
- Leadership: Love for people, especially youth/college age, and ability to enlist, train and supervise them;

Responsibilities:

I. INSTITUTE CREATIVE ARTS

A. Institute Creative Arts Track: Coordinate with Institute Director and other departments to guide:

- Practicums: Guide organization, scheduling, securing instructors, etc., for weekly worship rehearsals;
- Course assistance: Help lead 1-hr credits with partners for worship, as well as assisting with drama production, set construction, tech production, etc. Supervise grading and appropriate record keeping.

B. Institute Program: Work with Institute Services and other Depts to guide the work of the Institute:

- Personnel: Supervise normal ministry office hours for assigned Intern Creative Arts interns;
- Program/Chapel: Develop and guide creative elements, especially worship, for Institute Chapel;
- Program/Campus Activities: Help with program aspects of campus life activities, including:
 - Off-site trips (such as YPS, conference participation, Survival weekend, etc.);
 - On-campus events (Family nights, Day of Silence, etc.).

II. PROGRAM/CAMPS, CONFERENCES & EVENTS

A. Places: Work with events staff to coordinate calendar, creative elements, and site preparation/logistics.

- Events: Take leadership in development of events, such as chapel programs, church Wednesday night “Ignite” programs, special weekend rallies, and other single events such as a regional quarterly “Mountaintop” worship/rally, etc. in which creative arts and worship are utilized.

B. Personnel: Coordinate with Program Personnel and Registration team to develop enlistment, orientation and supervision of needed worship and other creative arts personnel for:

- Global camps /conferences/events;
- Camp & Conference guest leaders, speakers, special musicians, team leaders, etc.

C. Program: Work with Program Manager to plan and guide all phases of camp/conference program:

- Worship: Help guide staff worship team to select music, staff worship teams, rehearse praise teams and coordinate all musical elements together with the tech team and other program personnel;
- Drama: Help guide staff worship & drama teams to develop theme & motif for events--drama script writing, set design/creation, worship features and technical aspects of program scheduling;
- Tech: Assist with utilization, set up, and care of sound and lighting equipment as needed.
- Tracks/labs, etc: Develop Creative Tracks, features, quiet times and other creative programming.

III. OTHER DUTIES

- Residence Life: Serve as a Residence Director, supervise RA’s in dorm oversight.
- General Campus Duties: Assist with campus upkeep, food services and other duties as needed.