

Kaimuki Christian Church

Job Description

Worship Director

Position Details	
Position	Worship Director
Department	Worship
Reports To	Lead Pastor
Direct Reports	None
Status	Part-Time (26 hours/week)
Location	Kaimuki Christian Church
Compensation	Commensurate with experience and education, plus benefits per KCCS staff policy

Position Summary

The Worship Director leads all corporate worship during Kaimuki Christian Church's (KCC) weekly services. This role ensures that corporate worship is excellent, distraction-free, and aligned with KCC's mission. The qualified candidate will have a strong background and experience in both contemporary and traditional worship settings, leading multiple instrumentalists and vocalists to serve KCC's wide-ranging congregation, along with proficiency in the in-ear monitor (IEM) systems KCC employs in place of traditional wedge monitors. The Worship Director plans, prepares, and leads the musical and technical elements of each service so that the congregation is drawn into the presence of God, freed from unnecessary distraction, and pointed toward the truth of His Word.

The Worship Director is called to lead the congregation in obedience to Scripture's repeated command to worship God "in spirit and truth" (John 4:23–24), to serve as an example of godly character (Matthew 5:16), and to steward the gifts and team entrusted to them with excellence, humility, and a servant's heart (Romans 12:6–8; 1 Peter 4:10–11).

Regular Service & Rehearsal Commitment

The Worship Director serves as the primary worship leader for KCC:

- Thursday evening — Worship team rehearsal
- Friday 5:45 PM — Pre-service worship rehearsal
- Friday 7:00 PM — Friday evening worship service
- Sunday 8:30 AM — First worship service
- Sunday 10:30 AM — Second worship service
- Seasonal — Church calendar events (Christmas, Easter, Vacation Bible School (VBS), weddings, funerals, etc.)

General Responsibilities

- Plan and lead corporate worship for weekly services, selecting songs and worship elements that are biblically sound and support the theme of each gathering.
- Recruit, train, schedule, and lead a team of volunteer musicians, vocalists, and worship leaders.
- Lead regular rehearsals to maintain musical excellence and unity among the worship team.

- Partner with the Lead Pastor and ministry staff on service planning, including communion, baptisms, and special events.
- Model a consistent, growing walk with Christ and a lifestyle of personal worship, both on and off the platform.
- Provide care, encouragement, and spiritual mentorship to worship team members.
- Steward the church's musical instruments, equipment, and technical resources responsibly.
- Participate in services, events, training sessions, and staff meetings as assigned
- Ensure accurate and timely reporting of songs and music as a CCLI license holder, including required reports to CCLI

Specific Responsibilities

Weekly Worship

- Lead worship at Friday evening and Sunday services to maintain musical excellence and unity among the worship team.
- Lead and attend Thursday rehearsal and Friday pre-service rehearsals to ensure excellence in worship
- Produce the weekly Order of Worship and distribute to key team members

Seasonal Worship

- Lead worship at Seasonal Events such as, but not limited to, the following: Good Friday, Easter Sunrise, Easter Sunday, Vacation Bible School (VBS), and Christmas Eve Services (multiple).
- Lead and attend rehearsals and pre-service rehearsals to ensure excellence in worship for Seasonal Worship events.
- Produce the Order of Worship in support of Seasonal Events and distribute to key team members

Volunteer Team Leadership

A core principle of this role is to "reproduce yourself" — developing others so the ministry has depth and longevity.

- Recruit, train, equip, schedule, and lead the volunteer teams: vocalists and instrumentalists, as well as worship leaders
- Develop training pathways with hands-on rehearsal time and one-on-one coaching
- Schedule volunteer rotations to prevent burnout and sustain a healthy team culture
- Communicate proactively: set expectations before services, debrief afterward, and relay encouragement from pastoral staff
- Provide spiritual care to the team — prayer and encouragement

Instruments, Equipment & Maintenance

- In conjunction with the Technical Director, maintain a current inventory of all church-owned musical equipment
- In conjunction with the Technical Director, proactively test consumables (cables, wireless components, etc.) before failures impact services

Communication, Planning & Budget

- Initiate weekly communication with pastors and ministry staff to anticipate and meet worship team needs
- Plan, propose, and manage the annual worship budget in collaboration with the Lead Pastor, or his designee, and the Technical Director
- Make musical equipment recommendations with a clear ministry-need rationale

Continuous Learning

- Stay current with emerging worship, music, audio, etc., bringing strategic recommendations forward
- Pursue ongoing growth: listen back to mixes, and learn from peers with humility and teachability

Spiritual Qualifications

- Live as a Christian role model in attitude, speech, and actions, including commitment to Biblical standards for sexual conduct and a healthy lifestyle
- Join the KCC membership and remain in good standing, abiding by the KCC Membership Covenant: protect the unity, share the responsibility, serve the ministry, connect through an ohana group, and support the church's testimony
- Adhere to and uphold KCC's *Leadership Values*
- Exercise discernment with sensitive and confidential information; apply Matthew 18:15–18 in conflict resolution

Technical Qualifications

- A bachelor's degree or equivalent ministry experience is required. A Biblical Studies degree is preferred.
- Proficiency with modern worship audio and production systems, including in-ear monitor (IEM) systems, which KCC employs in place of traditional wedge monitors.
- High-level computer proficiency; fluency with Planning Center, Slack, Google Workspace, and emerging technologies
- Demonstrated experience recruiting, directing, and training worship teams comprised of volunteers and/or paid positions
- Strong verbal and written communication skills; able to interact with volunteers, staff, and pastors with creativity, flexibility, and grace under pressure
- Be willing to occasionally use your vehicle as needed.

Physical Requirements

- Able to lift and move up to 30 lbs., climb ladders, and work at heights of 15–20 feet
- Capable of occasional heavy physical labor associated with stage and equipment setup and teardown

Schedule & Accountability

This is a part-time position at 26 hours per week, structured around the church calendar. The Worship Director reports to the Lead Pastor.