

**Job Description – Praise and Worship Leader  
Allegheny Evangelical Lutheran Church**

- Position:** Praise and Worship Leader  
Allegheny Evangelical Lutheran Church
- Full/Part Time:** Part time (estimate 10 -12 hours per week)
- Qualifications:** Strong Christian, of moral character  
Deep faith in Jesus Christ; clear understanding of Lutheran worship  
A heart for worship; a passion for praise/contemporary worship  
Extensive musical background in reading, performing; and leading musical groups  
Ability to lead worship, both instrumentally and vocally  
Experience coaching singers and instrumentalists  
Leadership experience to organize, encourage, and coach volunteer musicians of the church  
Keyboard and/or string experience; vocal abilities a plus  
Knowledge of a vast array of resources for the church to use to bring contemporary music to weekly worship  
Sensitivity to the variety of worship preferences at our church  
Technical knowledge helpful, including setting up speakers; electric keyboard, etc.
- Responsibilities:** Works closely with the pastor to organize weekly worship, including music; etc.  
Selects music, with the pastor  
Maintains an updated and appropriate music library that the congregation will enjoy singing  
Leads the congregation in introducing new songs to weekly worship  
Leads the church “praise team” in weekly Sunday worship, in addition to special services including holidays; and other services as needed.  
Recruits, leads, encourages, and coaches volunteer musicians  
Leads weekly practice/rehearsal at specified times  
Prepares visual aids (where applicable) for weekly worship  
Develops the annual budget of the Contemporary Worship ministry  
Coordinates and prepares support necessary for this ministry, including any A/V needs, and other media  
Leads the Praise Team in weekly devotions during rehearsal  
Finds suitable replacement when out of town or away from the church  
Maintains any professional musician organization standing  
Updates any and all professional certifications  
Serves as a support ministry for other ministries in the congregation
- Reports to:** Senior Pastor
- Compensation:** Negotiable based on experience
- September, 2011

## **Contemporary Worship Liturgy**

Call to Worship (one hymn or two) (\*)

Assurance of Pardon

Prayer

Sharing of the Peace

(Optional) Musical Reflection of the Theme of the Texts (\*)

Word (one lesson or two)

Reflection

Hymn (\*)

Prayers

Offering

Communion (\*)

Benediction and Blessing

Sending Song (\*)

Announcements

(\*) indicates a place in the service where music is offered

## **Allegheny Evangelical Lutheran Church Overview**

- Overview:** Allegheny Lutheran Church is a vital and growing church of the ELCA. Founded as a UCC church in 1851, the current Lutheran Church moved to its present location in 1989.
- The church is expanding its ministries to include a “Praise” or “Contemporary” worship service weekly, beginning September of 2011, and is looking for someone to lead this new ministry. The successful applicant will be given great leeway to lead this new worship at Allegheny.
- Location:** Knauers, PA  
(Mohnton area, 10 miles south of Reading, PA, off of Rt. 222)
- Church Information:** A church of the ELCA (Evangelical Lutheran Church in America; [www.elca.org](http://www.elca.org))  
500 individual members; roughly 350 families  
Worship attendance approximately 250 per week Sept. – June  
Worship weekly 8:15 am and 10:15 am (Praise worship)  
Sunday School 9:15 am
- Staff:** Senior Pastor (full time; others below are part time)  
Church Secretary  
Director of Christian Education  
Director of Youth Ministries  
Church Musician (leads the church’s “traditional” worship weekly)  
Sexton
- Ministries:** Youth ministries; music; Social Ministry; Christian Education; Boy Scouts; Senior ministries; pastoral care; Adult/youth choirs;
- Music Ministries:** Adult choir; youth and teen choirs; recorder group; bell choir; Praise team (new ministry)
- Partnerships:** West Berks Mission District; Northeastern PA Synod; Family Promise; Boy Scouts; Brecknock Elementary School; Kardia (home school group); Girl Scouts; Cub Scouts; St. Luke’s Food Pantry of Reading; Special Olympics; Miller-Keystone Blood Bank; Habitat for Humanity; among others
- Budget:** \$360,000 annually
- Website:** [www.aelc.org](http://www.aelc.org)