MUSIC TEAM LEADER

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1 INTRODUCTION

The Music Team Leader leads the Music Team in fulfilling the objects of the Music Team Charter.

Ministry Team	Music
Supervisor	Ministry Staff
Supervises	Band Leaders, Musicians, A/V Operators
Training	See Key Resource(s)
Commitment	Serve until resignation.

2 QUALIFICATIONS

Convictions	☐ Believer in the Great News of Jesus Christ. ☐ Honours the church's official statements-of-faith. ☐ Gladly identifies with Evangelical, Reformed theology.
Character	☐ Satisfies the church's safe ministry standards. ☐ Accepts and provides servant-herated leadership. ☐ Patience with people who have diverse opinions.
Competence	☐ Administration (e.g. song selection, roster management). ☐ Able to manage and encourage a team of volunteers. ☐ Musical skills helpful but not essential to the role.

3 RESPONSIBILITIES

3.1 **Administer the church's Song List** according to parameters of Music Team Charter.

3.2 **Select songs** for services from Song List, ideally at least one month in advance.

3.3 **Roster Band Leaders, Musicians or Backing Tracks** to provide music in services.

3.4 **Recruit** people for music team roles in consultation with appointing Ministry Staff member.

3.5 **Facilitate 5D meetings** (see charter)**, training, rehearsals and support** for team members.

3.6 **Administer the church's CCLI Account**, especially to maintain SongSelect™ records.

3.7 [Optional] **Update and promote a streaming playlist** featuring songs we sing in church.

3.8 **Delegate any of these responsibilities** to suitable Music Team members.

3.9 **Identify and prepare one or more deputies** to take on role temporarily or permanently.

3.10 **Meet with a Ministry Staff member** annually to review wellbeing and effectiveness in role.

4 GUIDELINES

- Frequent and friendly communication between Music Team Leader and Ministry Staff is critical.
- Song selection should include consideration of these factors:
    - Relevance of songs to Bible readings / teaching topics;

- Balancing older and newer songs / familiarity and variety;
- Varying tempo (e.g. so all songs are not long and slow).

- Take breaks as needed (e.g. for a term) handing responsibilities to a deputy approved by Ministry Staff.

5 RESOURCES

Key Resource(s)	McCall, Sally, and Rosalie Milne, eds. *Church Musicians' Handbook*. Sydney, NSW: Matthias Media, 1999. [Out-of-print but available as a PDF]
Extra Resource(s)	Kauflin, Bob. *Worship Matters: Leading Others to Encounter the Greatness of God*. Wheaton: Crossway, 2008. Lovell, Nathan, *Sing for Joy*. Interactive Bible Studies. Kingsford: Matthias Media, 2010. Percival, Philip, *Then Sings My Soul: Rediscovering God's Purposes for Singing in Church*. Kingsford: Matthias Media, 2016. Peterson, David. *Engaging with God: A Biblical Theology of Worship*. Downers Grove: IVP, 2002. Raiter, Mike and Smith, Rob, *Songs of the Saints: Enriching our Singing by Learning from the Songs of Scripture.* Kingsford: Matthias Media, 2017.

6 APPENDICES

Nil.

7 DOCUMENT CONTROL

Category	Role Description
Authorship	Michael Baines
Approval	Senior Minister
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