

MINISTRY DESCRIPTION: *Worship Arts Intern*



Position: Part-time paid
Reports to: Pastor of Worship & Creative Arts

Summary

The Worship Ministry Intern will work under the supervision of the Pastor of Worship & Creative Arts in a variety of responsibilities within the Worship Arts Ministry at New Covenant Community Church. Sometimes you'll lead worship music on Sunday mornings in a capacity that fits your skillset. Sometimes you'll work behind the scenes supporting. Sometimes you'll do the routine weekly tasks. Sometimes your time will be spent on special projects. You'll encourage and build up volunteers. You'll be disciplined and built up. You'll attend rehearsals and service planning meetings. Should worship ministry be a call that God has placed on your life, this position will provide a promising opportunity to grow in skill, knowledge, and capacity of shepherding others through music and the arts.

Working Relationships

Responsible to: Pastor of Worship & Creative Arts

Works closely with: Worship Bands, Worship Singers, Worship Tech Director, Worship Tech Teams, Communications Director, Lead Pastor

Responsibilities

Your responsibilities will be some combination of the following:

- Serve 2-3 Sundays/Wednesdays per month in various capacities customized to your skills and interest:
 - Team Leader, directing and guiding the worship band and singers.
 - Supporting Singer/Instrumentalist, singing or playing under the direction of a Team Leader.
 - Worship Tech Team, learning at least one of our technical roles.
 - Developing and investing in a student worship team.
 - Leading songs in New Cov Kids.
- Planning worship services alongside the Pastor of Worship, Communications Director, and Lead Pastor.
- Formatting chord charts within Planning Center Online.
- Creating click tracks using Ableton Live.
- Contacting volunteers within the Worship Arts Ministry:
 - Scheduling and assisting with rescheduling.
 - Emails/texts to prepare Band and Singers for rehearsal and leading on upcoming Sundays.
 - Encouragement and community-building.
- Leading devotional thoughts during rehearsal time.
- Setting up for rehearsal.
- Maintenance of worship-related technology.
- Other responsibilities as assigned.

Time Commitment

The term of the Internship is October to May, with an option to continue through August. Based on a performance evaluation scheduled in March, the Worship Intern may qualify to retain the position for the subsequent term, for up to 4 years.

The Worship Intern can expect to work 10-15 hours per week:

- 7:30-11:30am Sunday commitments, 2-3 times per month. (4hrs)
- 6:45-8:45pm Tuesday rehearsals, 2-3 times per month. (2hrs)
- 10:30am-12pm Wednesday Service Planning Meeting (2hrs)
- 9:30-10:30am Tuesday Staff Meeting (1hr)
- Discipleship with Pastor of Worship & Creative Arts (1hr)
- Office/Church Hours: Training, Volunteer Equipping, Rehearsal Prep, etc. (3-4hrs)

Attending scheduled staff and planning meetings is preferred. If the Worship Intern is unable to attend due to school commitments, we will accommodate or adjust whenever possible.

Compensation

The Worship Ministry Intern will have a starting salary of \$16-18/hr, based on prior experience.

Personal Qualifications

Character and Commitment

- Demonstrates a genuine love for the Lord and other people with an authentic, transparent, Christ-centered lifestyle.
- Is committed to the vision, values, and beliefs of New Covenant Community Church.
- Agrees to the Employment Requirements of New Covenant Community Church.
- Has a heart towards investing in others and helping to build the church.
- Warm and personable demeanor to connect well with all kinds of people.
- Is eager to grow and improve their worship leading skills.

Minimum Skill Set

- Required proficiency in singing.
- Preferred proficiency playing an instrument such as guitar or piano.
- Experience leading worship in modern or contemporary worship settings.
- Musical leadership experience, on stage and during rehearsals.
- Good communication skills, both written and verbal.

How To Apply

Submit a resume and cover letter to bret@newcovchurch.org by September 30, 2025, to be considered for this position.