

St James United Methodist Church
575 Winfield Drive ~ Bowling Green, KY 42103
Worship Leader

Status: Part-time, starting at 8-12 hours per week, \$12,000 per year

Reports to: Pastor/SPRC/Lead Team

Responsibilities:

- Assist the pastor in leading worship. This includes but is not limited to:
 - Collaborating with the pastor and other leaders in worship planning.
 - Leading the congregation in prayers and other liturgies as needed.
- Lead the music ministry of the church.
 - Provide instrumental accompaniment while leading congregational singing.
 - Meet weekly with the pastor and/or staff to coordinate and evaluate evolving music needs of the congregation.
 - Select songs, hymns, anthems, solos, or other special music for worship gatherings considering the scriptural and thematic focus of the service.
 - Coordinate volunteers or paid musicians for additional musical needs.
 - Help to lead worship for special services as needed (i.e. Ash Wednesday, Longest Night, Christmas Eve, etc.)
 - Monitor the ministry's budget and make annual budget requests to the Lead Team.
 - Provide written reports of the church's music ministry to the Lead Team.
 - Participate in annual performance evaluations.
 - Communicate expected absences and coverage plans to the pastor or chair of the SPRC/Pastor.
- As the church grows, responsibilities may also grow to include:
 - Forming a church choir and leading 1-hour weekly rehearsals.
 - Directing and coordinating annual musical specials such as Christmas and Easter cantatas.
 - Leading music with children and youth.

Requirements:

- Demonstrate a personal relationship with Jesus Christ by having made a profession of faith, been baptized, and continuing to live daily as his disciple.
- Be able to lead congregational singing while playing an accompanying instrument (i.e. piano, guitar).
- Participate fully in the life and ministries of the church.
- High School Diploma or GED.
- Completed background check and annual safe sanctuaries training.

We would like to interview and hire at the earliest availability. Interested parties should send inquiries to: pastor@stjamesbg.org

Revised January 2026