**URBAN VILLAGE CHURCH | Co-Worship Leader**

**About Urban Village Church:**

Urban Village Church (**www.urbanvillagechurch.org**) is a community of people in Chicago trying to do church differently. We pray and work to be a bold, inclusive, relevant church that introduces or reintroduces people to God; accepts absolutely everybody (believer or doubter, gay or straight, tattoos or suits) right where they are; and offers something good and helpful to the world. We seek a worship co-leader to lead weekly Sunday services in River Forest at River Forest UMC (7970 Lake Street, River forest) ideally starting July 2025.

Together, with another co-worship leader, you will be responsible for facilitating and energetically leading praise and worship during Sunday services and other special worship services (Blue Christmas, Christmas Eve, Good Friday, etc.) in collaboration with worship leaders from our other sites, incorporating a variety of elements and styles that focus on welcoming and inspiring the church community into full participation in the bold, inclusive and relevant mission of God.

**Reports to:** Site Pastor

**Directly Supervises:** N/A

**Status:** Part time, 5.5 hours/week, annual pay is $6,300

**Auditions & Applying:**

Auditions will be arranged based on availability of the applicant and pastor. Send an email to **melissa[@urbanvillagechurch.org](mailto:office@urbanvillagechurch.org)** to apply and with any questions. To apply, submit:

1) a description of your style, repertoire, and experience;

2) a short resume including 3 references and their contact information; and

3) audio or video links to samples of your singing/worship leading.

*Applicants are strongly encouraged to attend one of our Sunday worship services (via Facebook or Youtube) to gain a sense of who we are and what we’re looking for.*

**Job Summary:**

The co-worship leader provides support to the worship team to help lead praise and worship during the Sunday service to welcome and inspire the church community into full participation in the bold, inclusive and relevant mission of God.

**Essential Functions**

* Participate regularly in the worship team during Sunday service. This includes participating in two of our all site services and missing up to six Sundays a year.
* Coordinate worship team leadership substitutes for services both worship leaders are absent at.
* Assist with scheduling and recruiting new band members; ownership over recruiting and scheduling the AV team as well, with a focus on growing both the size and diversity of each.
* Communicate with pastor(s) and Co-Worship Leader on theme/sermon content for the week to assist in creating a well-planned and prayerful worship service (choosing a set-list that would feed people most effectively and respond to God’s word and presence).
* Distribute music and lead Sunday morning rehearsals as needed; assist in preparing music and coordinating rehearsals.
* Serve as co-worship leader with other worship leader or primary on Sundays when the other worship leader cannot be present; lead music during those services, including service welcome, offering time, communion, and closing songs.
* Co-lead the set-up, tear-down, and maintenance of instruments and AV equipment with the worship leader.
* Make sure all music is properly loaded into ProPresenter; understand any changes or updates to the order prior to worship.
* Work with other worship leader to determine the extent of these responsibilities to best support the worship experience and maintain a sustainable work balance.

**Other Responsibilities**

* Participation in Site Staff meetings and meetings with Site Pastor(s).
* Connecting: being available for meeting or answering questions and taking suggestions from congregants.
* Arranging, writing, transcribing recordings as well as writing out chord charts as necessary.
* Organizing volunteers to run slides each week.
* Occasionally recruiting and leading groups/choirs for congregants or partnering with outside music groups for special music Sundays.
* Other responsibilities as required.

**Minimum Qualifications**

* Formal or informal musical training (can range from self-taught, to private lessons, to college degree with a music background).
* At least 1 year prior experience leading worship or providing assistant leadership in a congregational setting preferred.
* Ability to lead songs vocally and instrumentally if needed.
* Knowledge of a wide range of Christian/spiritual songs that are relevant for a church context.
* Experience training and organizing musicians.
* Comfortable speaking and performing publicly with a commitment of seeking to grow in that area.
* Commitment to inclusion and welcoming of all people in the band and worship space.

**Core Competencies**

* Detail-oriented
* Passionate
* Motivating
* Entrepreneurial
* Action-driven
* Team player
* Process management
* Approachable
* Relational

**Physical Requirements**

Often must lift boxes, music materials and sound equipment weighing up to 50 lbs.