

*We aspire to be a Christ-centered community helping people faithfully follow Jesus both locally and globally.*

## **PURPOSE**

The Creative Arts Ministry Leader exists to help people faithfully follow Jesus by leading worship that is Christ-centered, spiritually formative, and artistically excellent. This role provides primary leadership to the Worship Ministry while equipping and supervising the broader Creative Arts Ministry team - including Tech, Video, Communication, and Graphic Arts - ensuring that every creative element reflects the mission and heart of Woodlands Church.

**Reports To:** Executive Ministry Leader

**Supervises:** Tech Arts Director, Broadcast Arts Director, Comm Arts Director, Graphic Arts Associate

**Position Type:** Full-Time (40+ Hours Per Week), Ministry Leader Staff

## **WOODLANDS STAFF EXPECTATIONS**

### **Christ-Centeredness**

Maintains a consistent connection and commitment to Christ; Seeks His direction and strength in fulfilling ministry responsibilities; Seeks to model Christian life; Exhibits Fruit of the Spirit (love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control). Gal 5:22-23.

### **Self-Management**

Organizes & prioritizes well; Uses time efficiently; Consistently produces high quality work; Meets deadlines; Actively seeks to improve job skills; Seeks to develop, improve, and maintain a high level of professional knowledge for given areas of responsibility.

### **People First/Servanthood**

Values and respects each individual they interact with; Expresses a warm, friendly, gracious attitude; Humbly willing to pitch in and do "whatever it takes" to accomplish what is needed; Seeks to go "above and beyond" for the sake of others.

### **Teamwork/Relationships**

Works well on a team; Helpful to coworkers; Works effectively with others; Accepts constructive feedback; Supports teamwork through open and honest communication; Encourages and recognizes the contributions of others; Fully engaged in team activities and meetings; Resolves conflicts gracefully; Guards the unity of the team.

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**Flexibility/Innovation**

Identifies, shares, and is receptive to new ideas; Adapts to new situations; Helps others overcome resistance to change; Recognizes problems, finds new and unique solutions to solve them; Works to improve existing processes; Uses creative & innovative thinking to contribute to organizational and individual objectives; Contributes to group processes to set plans & resolve problems.

**Communication**

Speaks and writes clearly; Listens to others; Shows sensitivity and caring; Responds promptly to enquiries; Maintains confidentiality; Represents Woodlands Church well in all interactions with others.

**Ministry Leadership**

Provides a clear vision for his/her area of responsibility; Outlines strategies and tactics for accomplishing that vision; Evaluates effectiveness of strategy and implementation; Adjusts as needed based on results and feedback; Has effective processes in place for communicating news, strategies, and goals to teammates/constituents; Delegates work appropriately; Manages ministry budgets. This value looks at your overall leadership of your ministry.

**Team Leadership**

Builds, Structures for effectiveness, Empowers, Equips, Coaches, Evaluates and Encourages teams within primary ministry areas. This value looks at the health and effectiveness of the teams you lead.

**Leadership Development**

Recruits, Equips, Empowers, provides leadership opportunities, Coaches and Supports leaders in primary ministry areas. This value includes both finding and developing new leaders and growing and supporting existing leaders.

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## **POSITION PRIMARY ASSIGNMENTS**

### **Worship Ministry Leadership**

- Serve as the primary leader of the Worship Ministry, cultivating a culture of spiritual depth, musical excellence, and team unity.
- Plan, lead, and evaluate weekly worship services in collaboration with the Teaching Team and Production Team.
- Develop volunteer worship leaders and musicians, creating regular rhythms of training, feedback, and pastoral care.
- Oversee worship ministry systems including team rotations, auditions, and Planning Center Online.
- Help ensure the worship environments reflect the warm, inviting, and grace-filled aesthetic of Woodlands Church.

### **Creative Arts Staff Oversight**

- Lead and supervise the Creative Arts staff (Tech Arts, Broadcast Arts, Communication Arts, and Graphic Arts) with clarity, encouragement, and alignment to vision.
- Facilitate weekly check-ins, meetings, and yearly evaluations with team leaders.
- Champion collaboration across ministries by helping Creative Arts staff support major church events, sermon series, and seasonal campaigns.
- Provide clear direction and timely feedback for all creative elements, ensuring theological soundness, visual excellence, and brand consistency.

### **Strategic Collaboration & Communication**

- Participate as a member of the Ministry Leadership Team, contributing to churchwide planning, vision, and culture-shaping.
- Collaborate with other ministry leaders to resource their areas with appropriate Creative Arts support.
- Have oversight over Creative Arts Ministries budget planning, staffing decisions, and ministry priorities.
- Ensure all outward-facing communication reflects the tone, purpose, and message of Woodlands: Christ-centered, people-focused, and locally/globally minded.

### **Development of Creative Culture**

- Cultivate a spiritually healthy and joy-filled team culture that values creativity, humility, and excellence.
- Create pipelines for volunteers to grow in creative leadership, skill, and spiritual maturity.
- Stay informed of cultural trends and creative tools that can enhance the church's ability to connect with a modern audience while staying rooted in biblical truth.

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## **POSITION QUALIFICATIONS**

### **Required**

- A clear testimony of faith in Jesus Christ.
- A growing relationship with Jesus Christ and a life that reflects the qualifications of 1 Timothy 3 and Titus 1.
- Proven experience in worship ministry leadership and creative arts oversight.
- Ability to lead teams spiritually and professionally, both on stage and behind the scenes.
- Strong communication, collaboration, and project management skills.
- Alignment with the purpose and priorities of Woodlands Church.
- Alignment with the ECFA Statement of Faith.
- Demonstrated ability to lead with warmth, clarity, and grace.

### **Desired (But not required)**

- Licenced through the EFCA.
- Holds a Bachelors in a related degree.
- 4+ years leading and pastoring in a ministry setting similar or comparable to Woodlands Church.
- A basic knowledge of technical and software aspects of the Creative Arts Ministry (Such as but not limited to Adobe, ProPresenter, Planning Center, Multitracks, Canva, Google Suite, Protocols, Yamaha Audio Consoles, Chroma-Q Vista, Camera Operation, etc).