

Board of Worship

Worship Music Ministry Leader Scheduler

Mission Statement: The Worship Music Ministry of Grace Lutheran Church serves God and those in worship by providing sacred music to guide the worshipers' meditation and by leading worshipers in singing praises to God, to His glory.

Description: The scheduler creates a monthly schedule of pianists, organists, or other worship music leaders to ensure there is someone at each service to lead the congregational singing.

Qualifications:

- Member of Grace Lutheran Church.
- Able to communicate with the musicians and Office
- Organized
- Reliable

Responsibilities:

1. Obtain a list of service dates and times from the office.
2. Obtain availability of Worship Music Leaders.
3. Create a schedule that covers the services with available musicians, according to their preferences and availability.
4. If there is a date that no one can cover, reach outside the congregation.
5. Give the schedule to the office prior to the start of each month. (The office sends information to the musician each week, and puts the name of the musician into the bulletin.)
6. Alert the office of any changes in the schedule.

Time Commitment:

- Two hours per month
- At-will commitment, for as long as you are willing and able to serve.

Relationships: This person works with the office and the worship music leaders.

Training: Training will be provided by the outgoing Worship Music Leader Scheduler.