



**Thorpe Acre Church**

## **All Saints' Anglican Centre**

**Thorpe Acre Road, Loughborough LE11 4LF**  
Church office Tel. 01509 236789 Website: [www.astad.org](http://www.astad.org)



**Charitable registration number 1135035**

### **Job Description for Worship Leader**

Title:	Worship Leader
Employed by:	All Saints' Church, Thorpe Acre with Dishley
Line managed by:	Rev Keith Elliott
Hours of work:	20 hours per week (including 4 hours on a Sunday leaving 16 hours) (3 year contract)
Salary:	£10.00 per hour (to be reviewed annually)
Expenses:	All reasonable work related expenses to be reimbursed
Holidays:	equivalent to 5 weeks a year plus statutory bank holidays (pro rata)
Review:	An additional working agreement will be reviewed on a 6 monthly basis

### **Principle Duties**

#### **To plan and lead sung worship during our Sunday morning service.**

This involves developing the vision in the church, that seeking God is at the heart of our mission and the foundation on which all other work is undertaken. It is important that the sung worship is inclusive, taking into consideration the diverse congregation. The worship leader need to plan worship that is easy for the congregation to participate in, honouring the rich heritage of worship music in the Anglican church as well as looking to incorporate contemporary new worship songs arranged in a way that makes them suitable for congregational singing.

To allow space in the worship for the Spirit to move, being open to pause to allow time for open prayers and times of praise. The worship leader needs to discern what the Holy Spirit is doing during worship and confidently lead the music in a way that enables the church to rest in His presence.

#### **To support and help to develop gifts in the worship band to enable members to fulfil their calling**

The worship leader is responsible for planning and carrying out training and development as required for the members of the worship band. This can take the form in practical musicianship skills or a more theological direction. Needs and requirements of the worship band members should be

discussed with the incumbent and suggestions on training put forward to be mutually agreed. It is then the worship leader's role to develop and carry out necessary action.

### **Serving the wider church and community**

The worship leader should also be available to serve the wider community as opportunities arise, this could be arranging music for diocesan events, churches together in Loughborough or youth initiatives as well as secular events (for example Carol events). This is important as the worship band will develop skills and experience by being involved in different settings and also help to create a heart of servanthood in the worship band.

### **Be part of the staff team and PCC**

The worship leader is required to attend staff meetings (normally held weekly) and PCC meetings (monthly) and be a part of discussing and shaping the vision for the church together with the incumbent and other staff. The worship leader is also responsible for planning the worship budget and present this to PCC annually as well as providing a report for the AGM.

### **Additional Duties**

The worship leader should also get involved in other areas depending on the individual's gifts and abilities. Additional duties, in addition to the principle duties, will be discussed and agreed with the incumbent, but could include any or some of the following.

- Lead worship for our Toddlers midweek Church
- Develop our Children's worship, working with the All Age worship team and Sunday club
- Work alongside our local schools where appropriate and assisting with curriculum school visits
- Develop the ministry at Thorpe House Residential home for the Elderly
- Assist with our work in schools "Fun Fish"
- Play a key role at our growing midweek Holy Communion

### **Proposed breakdown of working hours**

As described above, the working hours will be agreed following discussions with the incumbent taking into consideration particular gifts of each individual, but below is an indication of how a typical week could look.

4 hours Sunday worship (including preparing "stage", sound and data, sound check, prayers and assisting others where necessary)

2 hours Toddlers church (or an other "additional duty"), leading worship during the service. Helping the leadership and being available to offer assistance with talks, prayers etc if required. Building relationships with parents and carers attending

2 hours worship group practice



THE CHURCH  
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2 hours staff group meeting

2 hours wider church or community events (Thorpe House, A1:8, diocesan events, carol service, writing music for services or to be used at Toddlers church or Fun Fish)

1.5 hour researching new music and doing general admin (filing, rota, e-mails etc)

3 hours preparing Sunday worship, choosing music, working on arrangements

3 hours which vary week on week (Christmas/Easter/Lent study or PCC meeting or time for additional coaching for worship band members to help develop gifting's or planning larger training/inspirational events for worship group)

30 mins prayer, reading time

### **Training and Development**

The Worship Leader will;

- Develop supportive links with other Worship leaders within Loughborough and the diocese
- Seek a Spiritual director/soul friend
- Attend training days or events as agreed with incumbent (for example, New Wine regional or national meetings or worship focused conferences)
- continue to seek to develop their own skills and discipleship

### **Grievance Procedures**

We are fully prepared to follow the diocesan handbook on the necessary procedures