

## Job Description: Chapel Team Leader



### **Worship Arts Leaders are required to meet the following expectations:**

- They must be a mature, responsible student, who is respected within the CBC community.
- They are expected to uphold all CBC community standards.
- They are expected to have completed at least one year of academic studies at CBC.
- They are expected to have a 2.5 cumulative GPA.

### **Compensation:**

- The Chapel Team Leader will receive a \$1500.00 stipend for the academic year.
- The Chapel Team Leader may be eligible to receive Service Practicum credit for their role.

**Commitment:** September – April; approx. 10 - 12 hours per week

**Supervisor:** Shar Warkentin, Worship Arts Program Associate

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### **AREAS OF RESPONSIBILITY:**

- **Chapel Design Team:** each chapel team leader is a member of the Chapel Design Team which meets weekly on Tuesday mornings to plan chapel services. A 'start up' meeting occurs during leader's orientation week in the fall. A 'refocus' meeting occurs during the January leader's retreat at the start of 2<sup>nd</sup> semester.
- **Auditions and team selection:** auditions take place during the first week of school in September. Once auditions are complete there is a discernment meeting with the faculty advisor and other team leaders to choose ministry teams for the school year.
- **Choose music and prepare to lead worship in chapel:** working with the Chapel Design Team, chapel team leaders prepare for and lead chapel approximately 4 weeks per semester.
  - Chapel is a 45 minute, on-campus gathering for the CBC community held every Thursday morning from 10:00 – 10:45.
- **Plan and run rehearsals:** chapel team leaders are responsible to lead their team in preparing music and other worship elements for the chapel service. These rehearsals will take place in the 'bunker'.
  - Times of rehearsals are determined by the team collectively. Count on 2-3 hours of rehearsal time each week.
- **Prepare and print chord charts:** in preparation for rehearsals, team leader will prepare and print chord charts or lead sheets for team members. The use of binders is encouraged as a means of cutting down on photocopying.
  - Student Development pays for the photocopying of charts, lead sheets and music. A print card will be given to each leader during Leadership Training week in August.

- **Peer Mentoring:** purposefully develop relationships with members of your ministry team to encourage, challenge, and lead in such a way that there is a strong sense of team support, respect and accountability for effective ministry.
- **Monthly Meetings:** each chapel team leader will meet weekly with other leaders on campus for Wednesday afternoon “Leader Connection”. Chapel team leaders will also meet at least once a month with the faculty advisor for encouragement, mentoring and planning.