

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

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 often occurs during the January leader's retreat at the start of 2nd 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 8 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 chapel or the 'bunker'.
 - Rehearsals are on Wednesday nights from 6-8pm. There is also an early morning practice on Thursday morning from 7:30 – 8:20 on the weeks the team is leading worship. 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 “Leadership Connection”. Chapel team leaders will also meet at least once a month with their supervisor for encouragement, mentoring and planning.