

WORSHIP PRODUCER – SUB

Worship Services Department | Part-Time (20 services a year @ approx. 10 hours each) | Non-Exempt

WESTWOOD'S VISION

We demonstrate God's love in creative and compelling ways that lead people to know God, worship Him authentically, connect relationally, grow spiritually and serve joyfully.

We are a community with open hands, receiving from God all He wants to give, believing that He wants to give us a lot. And with open hands we give it away, believing we cannot out-give God.

WORSHIP @ WESTWOOD

We are created to lift worship **up** to God, experience His redemptive change **in** our lives as we do, and be sent **out** to join God at work within our world: we are created to worship **Up—In—Out**.

The worship and technical teams partner to create experiences that help people fall more in love with Jesus. We do this with Spirit-led intention in alignment with Westwood's mission, vision, values and culture.

WHAT YOU WILL DO

The Worship Producer ensures that Westwood weekly and holiday worship services are offered with excellence.

Be the "host" of the rehearsal, run through, and services. The Worship Producer manages "the whole" of the experience, while the Worship Leader leads the band/rehearsal.

- a. Confirm the room, stage, visuals and any special elements are ready before teams arrive.
- b. Set the pace and tone during pre-service preparation. Lead the run through, check video, lighting and audio volume, and lead circle time.
- c. Communicate details with key leaders before the service and check-in with them in between services to make any necessary adjustments.
- d. Host the story guest, service host and speaker as they walk through mic check, screen visuals and prepare for the service.
- e. Focus on the experience as a whole during the service, giving lighting and transition cues, noticing the details and responding to issues that arise.
- f. Be the point person to receive all feedback for the service.



WHO YOU WILL WORK WITH

[Reports to]	Director of Worship Services
[Collaborates with]	Service Blueprint Team
[Resources]	All involved in leading the worship services

WHAT THIS ROLE NEEDS

Someone who lives a life that honors God in heart, actions and relationships, with the goal of becoming more like Him.

Other specifics include:

1. Someone who is relational, adaptable, detailed and responsible, with the ability to troubleshoot on the spot.
2. The ability to host an experience and environment that is warm, welcoming and reflects who Westwood is.
3. The ability to work in team and support/strengthen the Worship Services Department collaboration process.
4. The ability to relate to and effectively communicate with Westwood staff, volunteers and church attenders.
5. The ability to handle confidential information professionally.
6. Bachelor's degree (preferred).
7. Remain a member in good standing at Westwood.