



Maybridge Community Church is seeking dynamic individuals to join our team in two key roles: Communications Leader and Worship Leader. We are open to filling these positions either with one person who can excel in both roles full-time, or with two part-time professionals, each dedicated to one of these vital areas.

Job Description Options:

Role: Communications Leader & Worship Leader (Full-time)
Hours: 35 hours per week (includes regular Sunday and occasional evening work)
Salary: £24k - £28k
Holiday: 25 days per annum, plus bank holidays

Role: Communications Leader (Part-time)
Hours: 17½ hours per week
Hourly Rate: £13.19 - £15.38
Holiday: 12½ days per annum, plus bank holidays

Role: Worship Leader (Part-time)
Hours: 17½ hours per week (includes regular Sunday and occasional evening work)
Hourly Rate: £13.19 - £15.38
Holiday: 12½ days per annum, plus bank holidays

Purpose of the Roles

We are looking for an individual (or individuals) who will champion our vision and values by delivering clear, engaging communications and leading our congregation in Spirit-filled worship. You will be instrumental in developing our communications strategy and worship experiences, inspiring our church family and local community to grow as disciples of Jesus who make disciples of others.

Role Details

Duration: Permanent
Reporting to: Senior Minister
Location: Maybridge Community Church, 77 The Strand, Worthing, BN12 6DR
Special Conditions: There is a genuine occupational requirement that the post-holder is a Christian, as permitted under the Equality Act 2010.

Key Duties and responsibilities

As the Communications Lead the job holder will:

- Oversee the effective and careful use of various forms of communication to enhance the presence and profile of the church, its activities and ministries.
- Be a key point of contact for those inside and outside the church who wish to interact with the church.
- Understand and articulate the vision of the church in both written and visual forms.
- Apply Maybridge's branding and be its champion, to ensure a consistent visual identity is presented in all communications.

- Facilitate the effective use of communications within the church community relating to all areas and ages. Work with the office staff in producing material for the church year and produce the regular weekly newsletter.
- Develop and manage the church website with input from other members of the staff team, ensuring that all aspects of the website are accurate and up to date on a regular basis.
- Manage the church Instagram and Facebook pages in both member and public areas posting suitable material on a regular basis, as well as using other forms of social media to increase visibility of the church profile across these platforms.
- Ensure that all church services, especially those occasional services which may attract external interest, are made prominently visible to our community using our building, website and social media platforms.
- Manage an assigned budget.

As a Worship Leader, the job holder will:

- Lead and play in the worship team, looking to give others the opportunity to lead as they develop in their gifting. Support, develop and strengthen the current members of the worship team.
- When leading, be open to the Spirit's guidance, and desire to allow those in our congregations to connect with God through worship.
- Work with the other teams, e.g. service leaders, preaching team, audio visual, etc. to ensure the smooth running of services and events.
- Organise and lead sung worship at mid-week celebrations, meetings such as lifelines, 24/7 prayer launch, AGM as and when required.
- Assist with the provision and organisation of music for occasional services at other times e.g. weddings, funerals, etc.
- Co-ordinate any Audio/Visual requirements for midweek events and external bookings.
- Work with mid-week ministries, e.g. Fun for Seniors - to lead worship or give guidance, if required.
- Liaise with service leaders, preachers and band leaders in the choosing of music for the Sunday services. Plan and organise a team for music input into the major events, e.g. Christmas and Easter.
- Oversee tech team volunteers and coordinate audio/visual requirements for Sunday services
- Work with the Senior Minister and worship team to develop the vision for our worship as it grows over time. Strategically introduce new songs and music into services, using both own ideas, and weighing the suggestions of others.
- Organise availability of sheet music as appropriate for all musicians, following Christian Copyright Licensing International (CCLI) regulations and report songs to CCLI on a regular basis.
- Recruit and train musicians, developing future worship leaders being the pastor of the musicians, including meeting with them and praying for them individually or in small groups.
- Arrange rotas for the sung worship aspects of Sunday and midweek worship using the Church Suite database.
- Network with other local worship leaders to encourage personal development and collaboration.

Person Specification

Personal Qualities and Beliefs:

- Have a mature Christian faith with a sound theological understanding.
- Be a passionate worshipper of God.
- Be fully supportive of the Statement of Faith of Maybridge Community Church.
- Seek to be Christ-like in attitude, character and behaviour.
- Demonstrate a passion for, and a commitment to, the local church.
- Understand what it takes to put a church service together and how that links with mid-week church discipleship and mission.

Personal Skills & Qualifications/Abilities

It is essential that the person:

- Has good design skills and is familiar with using software for design.
- Has excellent communication skills, with confidence in written and visual forms of communication.
- Has experience of working across a wide range of digital channels, including social media, video, Wordpress and email marketing platforms such as Mailchimp.
- Has experience of leading worship in a local church setting. Familiarity with contemporary worship songs and confident in introducing new songs to the church.
- Be musically proficient with lead instruments, including either acoustic guitar or keyboard / piano and is a strong vocalist.
- Has a broad range of good administrative abilities and is able to undertake administrative tasks, such as rota coordination, whilst efficiently managing a varied workload.
- Be well organised and plan effectively to ensure that Sunday services and major church events are appropriately resourced.
- Is able to contribute as a team member, working closely and effectively with staff, volunteers and church leadership. Ability to nurture and develop gifts in others.
- Is approachable and has strong interpersonal skills, communicating well in a range of settings and be able to listen effectively to others.
- Is self-motivated and resilient.
- Has a good understanding of statutory Child Protection/Safeguarding requirements / DBS check clearance.

It is highly desirable (but not essential) that the person:

- Holds a musical accreditation or a creative/design qualification.
- Has experience of orchestration and arranging in a variety of styles.
- Has experience of training and mentoring others.
- Has a working knowledge of ChurchSuite and Canva
- Has experience setting up and broadcasting digital services / livestreaming.
- Holds a current UK driving licence.
- Has a minimum of two years' experience in church-based worship leadership.

About Maybridge Community Church

For 70 years Maybridge Community Church has been actively involved in the Goring by Sea area of Worthing.

We are an all-age local church made up of people from all walks of life, but we share a love of Jesus, a desire to follow Him and to show His love to our community. We're relaxed in our meetings on a Sunday, but serious about living out the Christian life. Our church is so much more than Sundays – we do lots during the week and like other churches in Worthing get involved in things in the town and the wider world.

Our vision and values reflect the clear focus and direction of the church and our desire to equip and grow disciples who make disciples:

OUR VISION

To build a vibrant church community that resolutely follows Jesus and extravagantly shares the goodness of God.

OUR VALUES

We do life together:

For us, church is so much more than a Sunday service; it's a whole-life, life-long family. We pursue authentic relationships, sharing good times and bad and supporting and challenging one another in love.

We get stuck in:

We're not content to sit on the side-lines. We believe in going the extra mile to make a difference in our local communities and help empower projects around the world. We take initiative in our own spiritual growth and get involved in the life of the church. We're here for you: we believe in doing everything with compassion, focusing our resources on the transformation of our wider community, and being as open and approachable as possible. Whatever life throws your way, Maybridge is a safe place where you can find help and support.

Because...

We're all about Jesus: Jesus is at the heart of everything we do. We seek to draw from various Christian expressions as we deepen our relationship with Him, prayerfully follow where He leads us, and passionately communicate why He's good news for everyone.