



ESTABLISHED //  
JANUARY 2013

AMENDED //  
JULY 2018

**MISSION**

All of Community's Worship & Creative Arts Ministries exist to:

**GLORIFY** God through music and the arts, to  
**CONNECT** non-believers to the Gospel and ministry of Jesus, to  
**ENCOURAGE** spiritual growth in those who believe, and to  
**SERVE** them through the exemplary leading of worship.

**THE CALL OF THE CHRISTIAN MUSICIAN**

Romans 12:1-2

*Therefore, I urge you, brothers, in view of God's mercy,  
to offer your bodies as living sacrifices, holy and pleasing to God—  
this is your spiritual act of worship.*

*Do not conform any longer to the pattern of this world,  
but be transformed by the renewing of your mind.*

*Then you will be able to test and approve what God's will is—  
his good, pleasing and perfect will.*

As we reflect on the power of Jesus Christ in our lives, the following statements help to define the Christian character that we strive for as **worship leaders** at Community Lutheran Church:

Worldliness to **Holiness**

Pride to **Humility**

Self-Glorification to **Glorifying God**

Joy of Performance to **Immersion in Praise & Worship**

Worship of Music to **Worship of God through music**

Reflections of one's character to **Reflection of God's character**

Music speaks to the soul to **Holy Spirit speaks to the soul**

Puts music before many things to **Puts Christ before music**

Maintains basic skills to **Strives to continually gain skill**

Love for Music to **Passion for God**

## **PURPOSE**

Community's Worship Team's main purpose is to bring glory to God, not to us. We want to give Him the best that we have. Above and beyond the musical excellency, Community's Worship Team is to help create and encourage everyone to respond to God's goodness in worshiping Him freely. This means we are prepared each time we lead His people. We must do everything we do with excellence and make sure there are no distractions so people can truly worship Him.

## **SPIRITUAL EXPECTATIONS**

- Church membership and/or regular attendance 3-4 weeks a month
- An ongoing connection and commitment to the Six Disciplines of Christian Living (*Worship, Bible Study, Prayer, Service, Witness & Giving*)
- A commitment to demonstrate servanthood, flexibility and humility in dealing with inevitable technical, relational and schedule challenges associated with this ministry

## **MUSICAL EXPECTATIONS**

- A commitment to consistency, faithfulness, and excellence in attendance in worship team practices, activities and in personal preparation
- A commitment to growth as a worshiper, including "leading by example"
- A commitment to growth in skill as an instrumentalist or vocalist
- Musical excellence is a significant factor in the effectiveness of the worship team. Because the worship team members are dependent on one another for effectiveness as a team, minimal standards of musical skill are necessary:

### **Vocalists**

- Healthy and proficient in vocal technique
- Do Vocal Warmups and Exercises on your own and before every rehearsal/service.
- Able to harmonize "by ear" and hold vocal part
- Able to read notes on Lead Sheet
- Strong solo potential
- Confident stage presence and worshipping as you lead others in worship
- **Worship Vocalist** - An online resource available to all vocalists complete with: *vocal warmups and exercises, worship vocal courses, Song Tutorials, and much more.*
  - NEW VOCALISTS - You will be asked to go through the "Discover Your Voice" course before you start singing to get you started. You will also be paired up with a Vocal Leader from the Song Leader team to help you get started.
    - You will be given information from the Worship Leader (Steven) about how to get setup on Worship Vocalist.

### Instrumentalists

- Read Chord and Lead charts proficiently
  - Guitars - Ability to read Guitar Tabs and Lead part on Lead charts
  - Drums/Percussion - Ability to read Rhythm Charts & Lead charts
- Own and maintain high quality instruments
  - *Speak to Worship Director if you do not*
- Play with a solid tempo
- Musically versatile
- **Worship Artistry** - An online resource available to Band members at Community that provide: *Instrument training video courses, Song instrumental tutorials, worship instrumental informational blogs, and much more...*
  - *ALL Band members* will be assessed throughout the year on ways they can improve in their skills and given a “Training Plan” that they are encouraged to go through to improve on these skills with a plan on when to be accomplished. This training plan is often provided by - but not limited to - Worship Artistry.

### General

- Ability to follow a Leader
- Ability to play or sing “by ear”
- Ability to discern balance in an ensemble setting and make appropriate adjustments to enhance the quality of sound
- Basic understanding of music theory
- Prepared with all needed resources for worship and rehearsal
- Basic understanding of microphone and monitor usage

**Personal Practice.** Worship team members are expected to strive for excellence by continuing the development of their artistic gifts. Participants must: *be able to keep up technically with the worship team as a whole and become a productive addition; commit time to individual practice to prepare for group rehearsals and worship services, and; recognize that this worship ministry requires a large time commitment and it is wasteful of the team’s time to be unprepared for rehearsal.*

- **Worship Artistry (Band) & Worship Vocalists (Song Leaders)** - Both of these resources have tools and tutorials for learning the parts for songs. Every musician that is a part of CLC’s Worship Team is invited to this online resource. *Not all songs we do are available in Worship Artistry or Worship Vocalist.* [worshipartistry.com](http://worshipartistry.com) - <https://theworshipvocalist.com/start/>
- **PCO (Planning Center Online)** - Used to plan services. Your scheduling and order of services are found through PCO. Most, if not all, resources for musicians and vocalists can be found in PCO, including: *MP3 files, Vocal part recordings, chord sheet, lyrics, lead sheet, notes about the songs, and much more.*

**Foster a Teachable Heart.** Team members should be willing to be corrected when singing or playing a wrong note and understand that it's for the best interests of the individual and the team that we hold each other accountable.

**Strive to Be Flexible.** Team members need to be flexible. Things can and will change with a moment's notice. It is our job to be prepared and ready for anything that could happen and lead in a positive manner through those changes.

**Be Creative.** Each member of the team is encouraged to be creative and to contribute to the team. Don't be afraid to suggest, comment or ask questions about anything we do. However, please be courteous of other team members. If you have suggestions, wait for a weekly rehearsal or at least after the worship service to discuss it with the Worship Leader.

**Comfort Level.** Team members should strive to grow in a relationship with others on the worship team. With that comes a responsibility to encourage and support one another. In order to best lead the congregation in worship, you may be asked to go beyond your comfort level and be flexible in your role as a worship team member. This may include:

- Singing or not singing at different times
- Changing your vocal style
- Not playing during certain songs or times
- Reading scripture
- Saying a prayer
- Being expressive in worship and connecting with the congregation

**Stage Presence.** Recognize that our role is to serve the congregation and to enhance the worship service. The worship is not about us or our music and our attitude on stage should reflect that. We should always strive to create an atmosphere of worship and reverence, especially while we are not playing or singing. Understand the significance of body language on stage and the messages we may not realize we are communicating.

**Sound Checks.** Vocal and band sound checks occur 30 minutes prior to each worship service (*ONLY once on Sunday before 8:30am service*). It is important that everyone participate in the check so the technicians know what to expect and so that we can confirm that all equipment is working properly.

**Rehearsals.** In order for the team to succeed and perform at optimum level, rehearsal attendance is a priority. All team members are required to attend rehearsal sessions when they are scheduled. If you are unable to attend rehearsal for an emergency, illness, family event or other extreme situation, please alert the Worship Leader as soon as possible. In the event of an emergency, please do so as soon afterward as possible. Failure to attend rehearsal may require you to miss leading or playing in worship that week, but will be determined at the Worship Arts Director's discretion.

**Punctuality.** Team members need to arrive early (15+ minutes) to rehearsals and sound checks to setup and tune or do vocal warmups. Team members who continually disregard starting times for meetings may be asked to not participate. If it is not possible to make a rehearsal on time, it is considered polite to notify the Worship Leader in advance. As a consideration for everyone's time and to keep rehearsals flowing, please refrain from using cell phones or other distractions.

**Dress Standard.** Community has a pretty relaxed worship style. However, we need to look appropriate at all times so as to not become a distraction during worship. Modesty is the key word when dealing with clothing. It is expected that members of the worship team will present themselves in a manner both glorifying to God and acceptable to the human eye. Please avoid things like hooded sweatshirts, shirts with large logos, flip flops, strapless dresses, halter tops, any clothing that have holes from wear, or any provocative clothing. Also, no headwear (hats, beanies, or headbands) during service. You may wear them for rehearsals, but not services.

**Team Influence.** Team members are encouraged to be in regular contact with each other, aware of each other's prayer needs and support each other by accountability. We should speak well of each other, protecting the reputation and good name of the Ministry and all its participants. Because your influence extends beyond the "platform," it is vital you are present and participating the weeks you are playing/singing as well as those you are not.

**Communication.** It is important that each team member have a working email address and cell phone number that are checked on a regular basis. We use Planning Center Online ([www.planningcenteronline.com](http://www.planningcenteronline.com)) for all of our scheduling, planning and communication. In order for us to be as effective in leadership as possible, each worship team member needs to utilize this system to its full potential. This includes confirming/denying scheduled dates, blocking out future vacation dates (at least two weeks in advance), responding to emails sent by the leadership team, etc. **Check for free Planning Center Online apps on your smartphone and tablet.** Notifications or requests can be received through the app or via text message (*phone number and cell phone provider required*).

- **3 Main Forms of Communication**

- o **Planning Center Online (PCO)** - Email invitations to participate in a service are sent via Planning Center Online to primary emails the week before. You will be asked to "Accept" or "Decline." Then you will be able to access the service outline and content. Access "Help" at top right of PCO to get help finding something.
  - You may also get notifications through the smartphone app and can receive notifications via text message if you input your phone number and provider under your contact in PCO.
- o **Email** - General emails will be sent to whole band, vocals or those playing or singing in a particular service with song files and details to prepare for rehearsal. These will be sent weekly. So please be checking your email regularly.

- o **Text Message or GroupMe** - GroupMe is a group texting app used for communication and scheduling. Available for iPhone and Andriod. This is used to support emails and way for band to contact Worship leader at any time. Vocals will get text messages to confirm Vocal rehearsal time.

#### **SCHEDULING.**

- **Band members** are asked to put scheduling conflicts in PCO (Planning Center Online) under “*Block Out Dates*” (found in left column next to calendar). You will be sent an email to inform you that Schedule will be made and when you need to have “block-out dates” placed (or communicated to Worship Leader). Please put in all dates you will not be available.
- **Vocalists** will be sent a google form with dates to fill out for availability. Then you will be emailed a schedule based on given availability.

## **THE FINAL THOUGHT: RESPECT**

Jesus was pretty clear about what mattered most to the heart of God, “love God, love others.” We’re committed not only to giving God our best, but that should naturally flow into loving one another. If we miss this, we cannot be offering God our best.

In summary, here are some practical expectations:

- **Be prepared.** Know your music and have your materials.
- **Be on time.** Arrive 15-minutes early to rehearsals, run-throughs and sound checks in order to setup, tune, etc... *“Early is on time. On time is late.”*
- **Be conscious of other musicians.** Specifically be aware of their parts and the BIG PICTURE we are painting in a song. Be cautious of overplaying.

*“Sing to Him a new song; play skillfully, and shout for joy.” (Psalm 33:3)*

“Skillfully” is a broad term meaning, “to be good, be pleasing, be glad.” It also carries the idea of “to be well placed.”

*“Do nothing out of selfish ambition or conceit, but in humility count others more significant than yourselves. Let each of you look not only to his own interests, but also to the interests of others.” (Philippians 2:3-4)*

- **Be conscious of the people you’re leading.** Be mindful that we are not playing to merely put on a good show, but to lead people to a place of worship.
- **Be respectful to the leadership.** This includes not just the Worship Leader, but any person God allows to assume that role in rehearsal or worship.
- **Be an example to those you’re leading.** People are always watching how we live and interact with one another. We must respect those around us.

## **ADDENDUM: NEW REHEARSAL EXPECTATIONS (2018)**

In an effort to increase the preparation time of our music to help us strive for excellence in worship leadership, all musicians and technicians shall rehearse together on a weekly basis. Rehearsals will run on Tuesday evenings from 7:00 - 8:30 p.m. in the Worship Center. During this time we'll rehearse and run through all music and tech for that week's worship.

*NOTE: Rehearsals dates and times might change if scheduling conflict (i.e. Holiday, VBS week, etc...) or be added for special occasions.*

In addition to the information outlined in this document, *Worship Team Guidelines & Expectations*, the following also applies:

### **Vocalists**

- **Full Rehearsal** - Required to attend the week you are scheduled
- **Vocal Rehearsal** - Encouraged to attend to rehearse technique and parts
  - **Vocal Rehearsals** will be every Tuesday @6pm of the week prior to the week you are scheduled to serve. *Attendance is encouraged, but not required. If you do not attend, you are still expected to know your parts.*
    - *Example: You are schedule to sing on July 11 (Wednesday) & 15 (Sunday), then your Vocal Rehearsal date will be Tuesday, July 3rd.*
  - *Communication will be via text or email between Steven or Vocal Leader and Song Leaders scheduled. If you have scheduling issue with Vocal Rehearsal, communicate this to Steven or Vocal leader to determine a time to reschedule (if possible).*
- Come prepared knowing all music for the week, including all solo, melody and harmony parts.
- Song Leaders must be able to attend rehearsal and all services when scheduled in order to lead worship
- Notify Worship Arts Director (Steven) if unable to attend rehearsal

### **Band**

- **Full Rehearsal** - Required to attend the week you are scheduled
- Come prepared knowing all music for the week, including special solos or leads
- Notify Worship Leader if unable to attend rehearsal
- If a member is unable to attend rehearsal and is late for sound check prior to service, you may be asked not to play that week, especially if someone else is covering the part
- If paid musician, must fill out time sheet (found in the tech/music room) and sign each time sheet once done.