JOB DESCRIPTION

EASTSIDE CHRISTIAN CHURCH

POSITION TITLE: Student Ministries Worship & Production Associate

EFFECTIVE/REVISED: 11/12/26

SUPERVISOR'S TITLE: JHM Director

DEPARTMENT:

CAMPUS: ☐ Campus

☒ Central

LEADERSHIP LEVEL:

- ☐ EXECUTIVE
- ☐ DEPARTMENT HEAD
- ☐ DIRECTOR
- ☐ COACH
- ☐ LEADER
- ☒ STAFF

EXEMPT CLASSIFICATION:

- ☒ PASTOR
- ☒ MINISTER EXEMPT
- ☐ EXEMPT
- ☐ NON-EXEMPT

PAYROLL STATUS:

☒ FULL TIME	☐ PART TIME	WEEKLY HOURS: 40

Eastside's unofficial motto is "This Is For Everyone." Eastside's mission is to Pursue God, Build Community, and Unleash Compassion. If you're looking to be part of a team that is strategically focused on reaching people far from God, values inspirational leadership, and is intentional about promoting a healthy staff culture, Eastside might be the place for you.

As the Students Worship & Production Associate, the primary objective will be to plan/resource the worship services in our Junior High and High School Ministries through creating worship & production teams who serve together to create these worship environments. This role will be responsible for onboarding worship & production change makers and then continuously discipling and developing their team members spiritually and in their specific worship or production roles. This person will work closely with the JHM & HSM staff through planning meetings to bring their weekend programming, events, conferences, and camps to life with excellent worship and production. Someone interested in the Students Worship & Production Associate position should love God and people, love worship & creating worship environments, and be gifted in building teams and developing change makers.

01. **Summary of Position:**
    The Student Ministries Worship & Production Associate's purpose is to facilitate, teach, model & innovate worship services that engage Eastside's Student Ministries (JHM & HSM) to worship God! This person builds worship & production teams and develops & coaches future worship leaders and tech leaders. This person ensures that Eastside JHM & HSM offer.

02. Ministerial Functions: (if any)

- Provide management of ministry through controlling and maintaining the ministry objectives of the Student Worship Department of the church.
- Authorized to administer communion, baptize, officiate weddings and funerals, and lead worship and Bible studies in various settings

03. Supervisory Responsibilities:

- Supervises volunteers within the JHM & HSM Worship and Production department(s).
- Carries out supervisory responsibilities in accordance with Eastside's policies and applicable laws. Responsibilities include interviewing, hiring, and training Change Makers/interns; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees/interns; addressing complaints and resolving problems.

04. Duties and Responsibilities:

- Build and manage an audition process for students (and adults) who want to be involved with worship.
- Develop student-led bands and Production Teams within JHM & HSM .
- Participate in other JHM &, HSM events for the purpose of building relationships.
- Facilitate worship in JHM and HSM.
- Partner with JHM & HSM teams to plan creative and engaging experiences.
- Plan setlists and build tracks for services.
- Ensure scheduling of all band and vocalists, and production positions for JHM & HSM through Planning Center.
- Facilitate worship and assemble teams for annual conferences and camps.
- Ensure set up/tear down, in conjunction with production teams.

- Identify, invite, interview, shepherd, & develop students and adults who are interested in being on the Students Worship and Production Team.
- Foster a culture of students and adults who love to worship Jesus through song and reflected in their spiritual growth.
- Lead worship and production trainings to develop Change Makers skillset and spiritual growth.

- Complete 6x6 Ministry Goals to elevate your area of oversight.

- Attend appropriate team meetings (located at Anaheim Campus).
- Attend programming meetings with JHM & HSM.
- Serve in other areas on occasion, as assigned, aligning with strengths as much as possible.
- Communicate proactively with Eastside staff, volunteers, and tech department, to maintain efficiency and healthy serving environments.
- Perform other responsibilities as assigned by supervisor.

Eastside reserves the right to change job duties at any time. This job description is not designed to cover every job requirement.

05. Qualifications:

- Must have a strong personal faith in Jesus as Savior and Lord, and a heart for serving God and others.
- Must be a member of Eastside Christian Church, having been baptized by immersion.
- Must have a heart for serving God and others.

- Must have an education level of 4 years / degree or have comparable experience.
- Must have 2 years of related experience.
- Must have basic computer skills and knowledge of Ableton Live, ProPresenter, audio board, and lighting set up.

06. Employment Understanding:

- Agreement to abide by Eastside Christian Church Personnel Manual and Policies, Vision and Beliefs Statement, and attend Next Steps at earliest opportunity
- Agreement to conduct themselves on and off the job in such a way that would honor Jesus Christ and would demonstrate spiritual leadership, supporting the Code of Conduct policy, and being a positive representative of Eastside Christian Church
- Attendance at Ministry Team meetings and department meetings is required
- This Job Description will be reviewed at least annually with the position's supervisor. This person will also write semi-annual 6x6 goals, obtaining supervisor approval.
- Job performance will be reviewed at least annually with the position's supervisor.
- Remuneration including wages and benefits, will be set, reviewed, and modified by the Senior Pastor and Leadership Team.

07. Physical Demands & Work Environment:

- Must be able to lift and / or move up to or more than 50 pounds
- Must office out of AN under the same schedule as the Students Team

We concur with this Job Description.

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Staff Member Supervisor

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Date