

Worship & Production Director – Buda Campus

Reports To: Buda Campus Pastor
FLSA Status: Part-Time (20 hours/week)

About Gateway Church

Gateway Church exists to help people explore God and become a unified community of growing, multiplying Christ followers as we live out Jesus' call to go and make disciples of all people groups.

Jesus never intended the Church to be simply a place people attend, but a community committed to following the Way of Christ. At Gateway, we pursue that through Gather, Grow, Give, Go—a lifelong journey of becoming more like Jesus and helping others do the same.

Every staff member plays an important role in living out this mission. While each position has unique responsibilities, our shared calling is to help people explore God, build Christ-centered community, and develop disciples who grow in their faith and help others do the same. We believe ministry is not simply about accomplishing tasks but about developing people. As leaders, we are called to shepherd others well, equip volunteers, and pursue excellence in all we do, serving "with all your heart, as working for the Lord" (Colossians 3:23).

Position Summary

The Worship & Production Director provides spiritual, musical, and leadership direction for the worship and production ministry at Gateway's Buda Campus. This role plays a vital part in Gateway's Gather expression of discipleship by creating intentional worship environments where people can meaningfully connect with God and one another, respond to Him, and take their next step in following Jesus. The Director also invests in and disciples worship and production leaders, developing people who live lives of worship both on and off the stage and who are equipped to lead others to do the same.

Through authentic worship and intentional leadership, the Worship and Production Director recruits, equips, shepherds, and develops worship leaders, musicians, and production serving teams, helping them grow in their gifts, leadership, and relationship with Jesus.

Working closely with the Buda Campus Pastor and partnering with the Worship and Production teams across Gateway's campuses, this role leads the planning and execution of worship ministry at the Buda Campus while helping build a healthy culture of discipleship, leadership development, and multiplication.

Success in this role is measured not only by meaningful worship experiences, but by the spiritual health of the team, the development of new leaders, and the multiplication of people who are growing in their faith and helping others do the same.

Primary Responsibilities

Worship Leadership

- Lead worship for weekend services and designated special events.
- Schedule and supervise worship and production volunteers for services.
- Ensure the proper setup and operation of audio, visual, and lighting equipment for all church services
- Plan and prepare worship sets that align with the teaching and overall weekend vision.
- Create worship environments that are engaging, authentic, distraction-free, and centered on Jesus.
- Maintain and troubleshoot all technical equipment, ensuring everything is in working order.
- Work with other ministry teams to ensure smooth weekend execution.
- Disciples worship leaders and musicians to be better at their craft and to deepen their relationship with Jesus.

Volunteer Recruitment & Development

- Recruit, onboard, train, and shepherd musicians, worship leaders, and production volunteers.
- Develop future worship leaders and musicians by providing coaching, encouragement, and opportunities to grow.
- Build healthy teams that reflect Gateway's culture and values.
- Foster an environment where volunteers are cared for spiritually, personally, and as leaders.

Campus Leadership

- Partner closely with the Buda Campus Pastor in carrying out the vision and ministry of the campus.
- Participate in campus staff meetings, planning, and leadership initiatives.
- Collaborate with ministry leaders to support church-wide events and special services.

Multi-Campus Collaboration

- Partner with Creative Arts leaders across Gateway campuses to share ideas, resources, and best practices.
- Help maintain consistency in Gateway's worship culture while allowing flexibility for the unique needs of the Buda campus.
- Participate in Creative Arts planning, collaboration, and leadership meetings.

Administrative Leadership

- Schedule volunteers and rehearsals using the Planning Center.
- Communicate regularly with worship and production volunteers.
- Maintain music resources, charts, tracks, and worship planning systems.
- Steward equipment and ministry resources responsibly.

Success in this Role

A successful Worship & Production Director will:

- Create worship environments that help people engage with Jesus.
- Build and develop a growing team of healthy musicians, worship leaders and production volunteers.
- Raise up new leaders who are equipped to lead others.
- Partner effectively with the Campus Pastor and ministry leaders.
- Execute services with excellence while remaining flexible and people-focused.
- Contribute positively to the culture of the Buda Campus and Gateway as a whole.

Qualifications

Required

- A growing disciple of Jesus who continually surrenders their whole life to His authority and way.
- Experience leading worship in a church setting.
- Strong vocal and musical ability, with a solid understanding of music and the ability to provide clear musical direction, coaching, and development to vocalists and instrumentalists.
- Demonstrated ability to recruit, lead, coach, and develop volunteers, with a strong preference for empowering others and accomplishing ministry through the people they lead.
- Strong organizational, communication, and relational skills.
- Ability to work independently while collaborating with a multi-campus team.

Preferred

- Three or more years of worship leadership experience.
- Experience leading volunteer teams.
- Familiarity with Planning Center and worship technology.
- Bachelor's degree or equivalent ministry experience.

Spiritual Expectations

Every Gateway staff member is expected to:

- Maintain a growing relationship with Jesus Christ.
- Live consistently with Gateway Church's beliefs, values, and leadership expectations.
- Demonstrate humility, integrity, servant leadership, and teachability.
- Be actively engaged in the life and ministry of Gateway Church.
- Invest in the spiritual growth and development of others.
- Support the mission, vision, and direction of Gateway Church.

Working Conditions

- Typical schedule includes Sundays and flexible weekday hours based on ministry needs.
- Required attendance at staff meetings, staff retreats, and designated all-staff events.
- Additional hours may be required during Easter, Christmas, worship nights, and other church-wide or campus specific events.

Why This Role Matters

The Worship & Production Director plays an important role in helping people encounter God through worship while building healthy teams that make ministry possible. This position exists not simply to lead worship and oversee production, but to develop leaders, invest in volunteers, and help create intentional environments where people can encounter God and lives are transformed by Jesus.