

Northcliffe Worship Team Guidelines

Northcliffe Church Mission:

LOVE God personally, LIVE life purposefully, and SERVE others passionately.

Worship:

One of the great ways for us to glorify God is through worship. By definition, worship is an expression of reverence and adoration for something. As Christians, we should be expressing our reverence and adoration for God in all that we say, all that we do, and in our attitudes. It is a lifestyle and a habit we develop.

In the context of the Church gathering together in corporate worship, music and art are often used - and for good reason. They are powerful tools of expression. They have an ability to emotionally connect us to things unseen and to allow us a different kind of vision.

The Team:

The worship ministry at Northcliffe includes first service musicians, second service musicians, and all production positions. Our first service is a blended music style and is made up primarily of lead vocalists and the choir. The second service is stylistically more modern and consists of instrumentalists, group vocalists, and lead vocalists. Production positions cover all areas of audio, video, screen projection, lighting, and live stream production.

Our Purpose:

As we consider the importance and value of the roles in which we serve, we seek to glorify God through worship by:

- Striving to be worshippers on and off the stage, inside and outside of the church building.
- Intentionally guiding the church to a better understanding of what it means to worship God through song.
- Creating and sustaining an atmosphere that is vibrant and uplifting, encouraging the response of the congregation.
- Utilizing our gifts to the best of our abilities without becoming a distraction or seeking attention.

Qualifications:

We consider it a privilege, not a right, to serve our church as a part of the worship ministry. Simply being a singer, instrumentalist, or someone interested in being involved does not guarantee that someone is the right fit for the team. With that in mind, here are some baseline qualifications of a Northcliffe worship ministry team member:

Personal Qualifications:

- Is a follower of Christ.
- Continually seeks to live a life “above reproach,” honoring God with words, actions, and attitudes (2 Corinthians 6:3, 1 Peter 3:16).
- Supports the vision and core values of the church.
- Is a regular attender of Northcliffe, involved in the life of the church, and is either a member of the church or pursuing membership.
- Is able to serve spiritually and not just musically.
- Is available for evening rehearsals, Sunday morning soundcheck, and Sunday service.
- Has internet access and ability to respond to communications in a timely manner.
- Has the full support of his or her family members (spouse, children, etc) in regards to devoting time to this ministry.
- Has a team-first mentality, more interested in the overall product than in his or her own part.

Technical Qualifications:

- Is able to keep up technically with the rest of the team as a whole and become a productive addition.
- Is able to blend stylistically with the rest of the team in terms of overall sound and presentation.
- Is able to demonstrate adequate musical/technical proficiency in his or her area (able to sing on pitch, able to keep rhythm, familiar with a sound board, etc).
- Has necessary instruments/equipment to perform his or her role (if not already provided by the church).
- Is committed to continual improvement.
- If in an on-stage role, is comfortable and expressive on stage.

Application Process:

Anyone interested in joining the worship ministry at Northcliffe will first fill out the online application found on the church website.

For second service musical roles (vocalist, instrumentalist), an audio or video demo will be requested to demonstrate the individual's style and abilities. This can be as informal as a phone recording, as long as it is clear and able to be played back on a phone or computer.

Personal Audition/Tryout Process:

All applicants for the worship ministry will receive an email response, even if it is determined that the individual is not yet ready for inclusion on the team. If the worship and/or production directors have reviewed an application and decide that they would like to move forward, the email response will include an invitation to meet with the worship or production director, depending on the desired position, potentially in a practice setting, to further consider their fit with the team.

This may include demonstrating the ability to play or sing with a click track, the ability to harmonize for vocalists, the ability to learn and replicate specific instrument parts, familiarity with mixing live sound, or any other competency that pertains to their specific role.

Many of the needed roles in production do not require a high degree of previous experience or knowledge. For individuals willing and able to serve in those roles, the production director will simply look for the ability to follow direction, learn new skills, and pay attention to details. Previous knowledge in areas such as ProPresenter, stage lighting, and video is helpful but by no means required.

Personal Interview:

The audition or tryout will not be exclusively performance-based. The individual will also participate in a personal interview that may include any or all of the worship pastor, worship director, production director, and other current team members. This serves the purpose of determining whether or not the individual would be a good fit for the team on an interpersonal level. The interview also gives the leadership a chance to ask any questions that are not a part of the application.

Within a few days of the audition or tryout, all individuals will receive a follow-up email from the worship or production directors. If the result of the entire application and audition process is that the individual is determined to be a good addition to Northcliffe's worship ministry, an invitation will be extended to join the team.

Guidelines Agreement:

These guidelines have been put in place to promote unity within our team by getting everyone on the same page. This is done in an effort to ensure the health of the worship ministry at Northcliffe.

If a team member displays a pattern of disunity, or shows continual disregard for these worship ministry guidelines, it is at the discretion of the worship and/or production director to ask the individual to step down from his or her position, either permanently or for a set time period.

Planning Center:

We utilize *Planning Center* for all scheduling, rostering, and organization of charts and other media files. It is essential that you have regular access to Planning Center (website or app). Please respond to schedule invitations as quickly as possible.

If you have any questions about using the website or app, or even just how to get the best use out of it, feel free to ask the worship director, the production director, or others on the team with experience.

Rehearsals:

Initial rehearsals are held at 6:30pm on Wednesdays for second service and 6:30pm on Thursdays for first service choir. Please respect everyone's time by arriving on time. This includes coming early if you require any kind of instrument or equipment preparation, tuning, etc. We should be ready to start at 6:30 with our team devotional.

An additional rehearsal and soundcheck takes place at 7:15am on Sunday mornings for second service and 8am for first service. Once again, this means being completely ready to start at the set time as we have a small window in which to run through the songs.

When considering your availability for a particular Sunday service, make sure to take into account your availability for that Wednesday or Thursday's practice as well. In some cases, an exception might be made if an individual cannot make practice, but it is completely at the discretion of the worship or production directors.

Preparation:

Team members should come to rehearsal already familiar with the songs and, as much as possible, with parts prepared. Rehearsals are an opportunity to put the full arrangement together and make adjustments, not to learn the songs. There are some

exceptions to this, of course, as we may try out a brand new arrangement or original song on occasion.

Team Building and Training:

In the case of an additional team building event, please make every effort to participate, as these events are the catalysts for growing and improving our ministry.

Communication:

If a team member is unable to make it for a practice or Sunday morning worship service, they must give the worship or production directors sufficient notice so that any necessary adjustments can be made or a substitute can be found.

Systems (Second Service Only):

We use an in-ear monitor system on stage. If you do not have professional-level earbuds, that is ok, you can get by with regular earbuds as long as they do not have a built-in microphone. It is preferable that you do not use large over-the-ear headphones or muffs. We do have some lower-level earbuds available for anyone who does not have their own. It is recommended that eventually you at least look into getting professional-level earbuds. They make quite a difference in being able to hear all parts clearly.

We play with a CLICK TRACK (metronome) that we can hear in our monitors. It may take some time to adjust to this, but it is worth the effort. Although the click mainly functions to keep us together, we also use it for entrances and transitions, as there is a count-off that leads us into each section. For instrumentalists, using the click and keeping it audible in your mix is mandatory. For vocalists, it is less essential but still highly recommended, as it becomes very easy to drag the tempo without it.

Scheduling:

Some team members will be scheduled more often than others, sometimes out of necessity and sometimes by preference of the worship and production directors. If you feel you are not being scheduled enough, please express that concern, but also please understand that we are seeking the best overall mix of musicians and production team members for each week. So while some positions will operate on more of a pure rotation, some will be weighted more heavily based on ability and the needs of a particular service.

Sound Mix and Music Style:

While creative input is very much encouraged by all team members, please understand that the overall sound mix and arrangement of each song is the result of a great deal of planning and vision casting by the worship and production directors. Do not be offended if you are asked to try playing or singing a different part, or if you are asked to change something that is not working. These suggestions are simply a matter of trying to create the best atmosphere and sound that meets our vision. It is also understandable that different people have different preferences when it comes to musical styles, but we ask that our musicians and production team members be willing to adhere to the overall sound mix and style that is being encouraged by the worship and production directors.

Improving Your Craft:

It is always beneficial - and additionally is a great contribution to our team - to continually develop your skills. While there is no requirement of taking lessons or having formal training, it is desired that each person would be willing to seek improvement in areas that are lacking. The worship and production directors are always available as resources for additional practice and/or training.

Personal Conduct:

In general, be aware that you are a representative of Northcliffe as a part of the worship ministry. We must be above reproach as leaders (2 Corinthians 6:3, 1 Peter 3:16). It is vital that we are conscious of what we say and do both inside and outside of the church building.

Be especially mindful of what you follow, say, post, and like on social media (Facebook, Instagram, Twitter, etc.). It is possible that unintended messages can be communicated through a picture or comment that has been isolated from its original context.

Team members are expected to be intentional about maintaining a life of moral integrity and good character (Romans 12:1-2). This includes having appropriate boundaries in male-female relationships, avoiding drug and alcohol abuse, refraining from coarse or harsh language, and generally guarding against actions that are not conducive to a life that has been redeemed by Christ.

In all circumstances, we must strive for UNITY within our team. Encourage and care for one another, show respect even when disagreeing. Ephesians 4:2-3 says "Be completely humble and gentle, be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace." A unified voice coming out of

the worship ministry (a ministry typically prone to having varying opinions and preferences) will go a long way in promoting overall church unity.

Ultimately, the only way for us to be people who are constantly above reproach and fully unified with one another is to remain personally connected to Christ through prayer and time spent in the Word of God. We must all be purposeful about growing and maturing in personal worship.

Church Involvement:

By being involved in Northcliffe's worship ministry, we are also communicating that we are involved in the mission and work of the church as a whole. Team members should be willing participants in church activity. It is also important to participate in our Sunday morning services in other ways than just being on stage or in the production area. Be present and involved, even on Sundays for which you are not scheduled.

While there is no hard and fast rule when it comes to level of church involvement, it should be understood that any team member who seems to remain disconnected from the life of the church is not a good fit to serve as a leader in Northcliffe's worship ministry.

Dress Code:

All team members should be thoughtful to avoid clothing that can be considered inappropriate for a Sunday service at Northcliffe:

- Nothing containing offensive writing.
- Nothing low-cut or revealing.
- Nothing too casual like sweatpants or athletic clothing.
- Nothing tattered, worn, or dirty.
- Dresses must be no shorter than 3 inches above the knee.

For anyone serving on stage, there are some additional dress code items to consider so as not to become a visible distraction:

- No large writing on clothes.
- No flashy jewelry.
- Women - be mindful of the material of your clothing. There are certain materials that become sheer in the bright stage lights.
- Everyone - be mindful of how your clothes fit when you move around. We want to encourage being active and expressive on stage. Tops or bottoms that might

become revealing with movement (raising arms, bending over, etc) should be avoided, or at least covered up.

Stage Presence:

Body language and stage presence are a huge form of communication. When you are on the stage, your presence is as important as your musicianship. It sets the atmosphere for worship just as much as the music does.

Do not let the congregation determine your level of expression. Sometimes they will not be engaged, but as leaders, we have the opportunity to set the tone. We should be examples of how to express oneself in worship. We should be leading the way in teaching our church what it looks like to worship through song. Many times, people simply need to see it happening before they feel comfortable joining in.

Here are some tips when it comes to effectively leading from stage:

- Know the songs- The more prepared we are when it comes to having music, lyrics, and song structure memorized, the more we can focus on the message we are actually communicating. It is also more visually engaging to have team members who are not covered up by music stands and buried in their charts.
- Pay attention to posture and expression- We communicate a great deal through body language and facial expression. It is important to be intentional about the messages we are sending in that regard. Our posture and expression should show that we mean what we sing and that we are happy to be leading our church in song.
- Move around- Even if it is not your natural tendency when singing/playing, action from the stage (raising arms, using the space around you, swaying, etc) goes a long way in connecting the congregation with the music. When there is no movement, the stage looks stagnant and we come off as disinterested.
- All musicians engaged- Instrumentalists, sing while you play. Move to the music. Vocalists, sing even when off-mic. The more we can do to visibly display our passion for worshiping through music, the more we invite our church to develop that same passion.