

JOB DESCRIPTION
YOUTH PRAISE BAND COORDINATOR
FIRST UNITED METHODIST CHURCH
LAKELAND, FLORIDA

Revised: January 2026
FLSA Status: Non-Exempt / Hourly
PT (6-8 hrs weekly)

Occupational Summary:

The Mission of First United Methodist Church (First UMC) is to make Disciples of Jesus Christ for the Transformation of the World. We do this by being a Worship + 3 church. We begin with God.

WORSHIP: is central to who we are as disciples of Jesus Christ. INVITE: we are an Inviting church, inviting people to know and experience the love of God. GROW: we are a Growing church, committed to growing in our relationship with and understanding of God. SERVE: we are a church that serves and are committed to serving in areas of mission, justice and restoration.

The Youth Praise Band Coordinator is primarily responsible for administrative and leadership support to the Youth Praise Band members. This position shall possess the following personal characteristics.

- A Christ-centered, inclusive, warm-hearted faith in Christ which expresses itself in loving, joyful, healthy relationships with others and personal freedom in sharing his/her personal experience of Christ
- A clear passion to draw uncommitted persons into a living relationship with Jesus Christ
- An excitement and commitment to the mission and vision of First United Methodist Church, Lakeland
- A team-player who works well with other members of the church staff and who has proven effectiveness in working with volunteers, and a desire to live in our staff covenant
- Personal commitment to the spiritual heritage, doctrine, and Social Principles of the United Methodist Church
- Evidence of Christian character evidenced by a life of prayer, spiritual discipline, tithing, and participation in the life of the church
- A sense of humor and ability not to take him/herself too seriously.
- High energy level for the demands of a growing ministry

Worship Responsibilities

- Create, develop and mentor a full youth worship band
- Work with student youth praise band connector to plan and select weekly worship materials
- Schedule auditions and choose youth band members
- Organize, schedule and manage youth worship band members
- Facilitate and run sufficient youth worship band rehearsals

Music/equipment

- Maintain all musical equipment used
- Select and order new musical pieces for performance and have music ready for rehearsal
- Ensure lyric slides are completed and in compliance with CCLI
- Select music in accordance with the scriptural Sunday night series

- Organize music (+weekly) for all band members
- Creating original chord charts in various keys as needed

General

- Submits the appropriate administrative forms needed in preparation for events, time away, calendar requests, etc.
- Attends and participates in youth ministry weekly meetings and other meetings as directed
- Involvement in District, Conference and National Worship & Music Ministry conference and workshops as approved by Supervisor and Senior Pastor.
- Other worship related duties as assigned by supervisor

QUALIFICATIONS

Education/Training

Bachelor's degree in worship leadership and/or music is preferred.

Skills: Excellent oral and written communication, information management, record keeping skills, strong planning, organizational and problem-solving skills; creative and nurturing leadership required. Computer proficiency in Microsoft software, such as MS Word is essential. Knowledge of, and or ability to learn, Planning Center Online.

Work Experience: Minimum of two years' experience in leading worship, and developing, leading and organizing a worship band is preferred.

Qualifications: A professing and practicing person of the Christian faith is required; Membership in the United Methodist Church, preferred.

Reports to: Director of Youth Ministries

The Staff Parish Relations Committee must approve major changes in job descriptions.