

Worship Arts

Graduate Assistant or Assistant Director (part-time)

Position Summary:

The Graduate Assistant or Assistant Director of Worship Arts supports the Director of Worship Arts in developing and sustaining a vibrant Contemporary Christian Music (CCM) program. This role assists in worship planning, ensemble coordination, technical production, musical skill development, recruitment efforts, and administrative functions. The position is designed to provide hands-on experience in worship leadership, music ministry, and production within a Christian liberal arts environment.

Major Functions

1. CCM Program Support (40%)

Assist in the development and coordination of CCM ensembles and worship teams for chapel services, campus events, and external engagements.

2. Technical & Production Support (35%)

Provide support for audio, video, and lighting needs for performances, rehearsals, and events within the Center for the Fine Arts (CFA).

3. Administrative & Recruitment Support (25%)

Assist with program administration, student recruitment initiatives, and communication with churches, schools, and prospective students.

Specific Duties

Worship & Ensemble Support

- Assist in recruiting, organizing, and rehearsing CCM bands and worship teams.
- Support chapel worship services and other campus worship events.
- Participate in and occasionally lead worship for campus and off-campus engagements.
- Help coordinate logistics for traveling CCM groups. Some travel may be required.

Technical & Production Assistance

- Assist with setup, operation, and teardown of sound, lighting, and video equipment.

- Support live streaming and recording of chapel and CFA events.
- Help maintain CCM equipment, instruments, and recording studio resources.
- Train and collaborate with student workers assisting in technical production.

Administrative & Recruitment Support

- Assist with communication and scheduling for churches, schools, camps, and conferences.
 - Support recruitment efforts by helping coordinate visits, events, and outreach activities.
 - Help maintain databases, social media, and promotional materials related to CCM.
 - Provide general administrative support (emails, planning documents, event coordination).
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Qualifications

- Enrollment in a graduate program at Tabor, preferably the MA in Ministry.
 - Demonstrated experience in worship leadership or CCM performance.
 - Basic knowledge of live sound, media production, or willingness to learn.
 - Driver's License and willingness to drive a van with a trailer.
 - Strong organizational, interpersonal, and communication skills.
 - Ability to work both independently and collaboratively.
 - Commitment to Christian faith and the mission of the institution.
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Work Relationships

- Work closely with the Director of Worship Arts for mentorship and supervision.
 - Collaborate with Music Department faculty, Student Life, IT staff, Admissions, and Advancement teams.
 - Engage with students, churches, schools, and conference partners.
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Supervisory Responsibilities

- May assist in leading and coordinating undergraduate student workers and volunteer teams during events and rehearsals.
 - Provide peer leadership in worship teams and technical crews.
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Physical Demands

- Assist with setup and teardown of musical and technical equipment.
 - Occasional lifting of moderate-weight equipment.
 - Flexible hours, including evenings and weekends for events and travel.
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Professional Development Opportunities

- Mentorship in worship leadership, CCM program development, and ministry.
 - Hands-on experience in live production, event coordination, and music ministry leadership.
 - Opportunities to lead worship and participate in regional engagements.
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GA Term

This is a two-year appointment (August 1, 2026 - July 31, 2028) that is reviewed annually. The typical weekly workload is 25 hours per week with some evening and weekend responsibilities. The position may require more hours during the fall and spring semesters, with a lighter weekly workload during the summer and breaks.

GA Nominal Allowance

\$3,500 annual stipend.

Full tuition waiver for a Tabor graduate program. Includes textbook costs and 1 meal a day when the cafeteria is open.

Assistant Director of Worship Arts

Terms and allowance are TBD in accordance with current budget resources.

Candidates are requested to submit the following:

- Letter of application
- Current curriculum vitae
- Transcripts (unofficial accepted for initial review)
- List of 3-5 references that can be contacted if necessary.

Send application materials via email (preferred) to facultysearch@tabor.edu.

Closing Date: Review of applications will begin immediately and proceed until the position is filled.

Tabor College is a Christian liberal arts institution with a mission to prepare people for a life of learning, work, and service for Christ and his kingdom. The successful candidate must readily embrace the mission (see <https://tabor.edu/about/mission-vision-values/>) and theological identity of Tabor College (<https://tabor.edu/about/theological-identity/>).

Women and underrepresented groups, especially those with proficiency in both English and Spanish are encouraged to apply.

Tabor College is an Equal Opportunity Employer. As an educational institution operating under the auspices of the United States Conference of Mennonite Brethren Churches, Tabor College is permitted, and reserves the right, to prefer employees on the basis of Religion (Title VII, Section 702-703, United States Civil Rights Act of 1964 as amended).