



**NEW LIFE COMMUNITY CHURCH
CREATIVE TEAM HANDBOOK**

Dear Leader,

Thank you so much for joining the Worship Team! We cannot begin to tell you how grateful and excited we are for you to join our family!

Through your gifts, talents, and faithfulness, we get to partner together to make a difference each Sunday morning through worship. Your investment of time and energy is valuable and we are thankful for you!

*Serving with you, Jonathan Blanchard,
Creative Director*



TEAM REQUIREMENTS

- Complete Volunteer Application
- Audition
- Read the Worship Team Handbook
- Connect With Team Leader
- Be a member of New Life

We know your time is valuable and that you are very busy, but from time to time there will be important information that will need to be given to all the Worship Team members as a whole. For these meetings, it is strongly encouraged that you attend as it will be a time of fellowship and a time to update everyone on new information. This will also give us an opportunity to answer any questions you may have.



CORE VALUES

Team Role & Responsibilities

The Worship Team exemplifies New Life Community Church's Leadership Values by creating a distraction free, engaging, inviting environment where people can experience the presence of God.

We Love God

- Prepare in prayer. Prayer is the best way to prepare for your day to serve.
- Pray to have the heart and eyes of God for people when you serve.
- Ask God how he can use you today.
- Worship God with all of your heart on and off the stage.

We Love People

- We love our teammates and are great team players.
- We are not rockstars that hang out backstage. Engaging with our guests and church members is a priority.
- Attend at least one Service on Sunday while serving.



CORE VALUES

We Pursue Excellence

- We constantly strive to get better at our craft.
- We never cut corners or compromise.
- We give our input in order to make things better.
- We treat the church equipment with care.

We Choose Joy

- We have a “get to serve” mentality, not a “got to serve” mentality.
- “It is a privilege to be on this team, thank you God for choosing me.”

HAVE FUN!

- Your energy and joy is contagious, that’s why you are part of the Team! Find something to celebrate every day.



GUIDELINES

"WE ARE ALL LEADERS."

One aspect of being part of New Life's Worship Team is singing and/or playing instruments on the stage. This means that each of us is in the role of being a visual leader within our church and that all Worship Team members are leaders. This does NOT mean that each of us is a pastor, but it does mean that each of us is seen by our church and outside parties as representatives of the church. This is important to remember as we consider the following matters.

SUBSTANCE ABUSE & SOCIAL MEDIA

Alcohol

The Bible is clear that drinking alcohol is not wrong, but getting drunk dishonors God. Therefore, we will refrain from getting drunk. As a leader and representative of the Lord and New Life, we ask that you be wise when and where you are consuming alcohol. We ask that you refrain from posting online when you are consuming alcohol recreationally.



Drugs

The use of any drugs are strictly prohibited, unless used for medical reasons. Recreational Marijuana is a drug that falls under this category.

Social Media

If you would not be comfortable with Jesus or members of your church leadership reading your words or viewing your photos, do NOT write or post them.

Sex

The Word of God is clear. Sex is meant for marriage only. Sex is not meant for premarital relationships. This also implies that we should protect our eyes from pornography and sexually explicit media. So, we refrain from putting ourselves in a position to compromise ourselves in these ways.

Sexual Harassment

New Life is committed to maintaining a ministry in which individuals are treated with dignity and respect. No sexual harassment will be tolerated. Violators of this policy will be removed from the team. Reports of sexual harassment can be brought to any of the Pastoral staff.



DRESS CODE - WHY THE DRESS CODE IS IMPORTANT

As Worship Leaders, everything we do on stage is an invitation to connect with God. An important part of what we are presenting is what we are wearing. So that makes what we choose to wear on stage important to our ministry. Because NLCC is called to reach those outside the church as well as those inside, we ask that you would be wise in your attire.

1 Samuel 16:7 says, “People look at the outward appearance, but the Lord looks at the heart.” It is important that we don’t forget how powerful of an impression is left upon people based on what they see. We always want what we wear to glorify God in its modesty. It is extremely important that we do what would honor the Lord. We encourage your stage outfit to be an outward expression of you, but at the same time it should NOT be distracting. Our general dress code is a dressy-casual.

Whatever the case, we ask that you wear items that are comfortable to move around in without a lot of adjustments during worship. Do a mirror check before you leave the house to check for clothing movement when lifting the arms, dancing, and/or playing an instrument.



DRESS CODE -

Men's Clothing Guidelines

The Do's

Tops

- Collared shirts
- (If wearing a white or thinner material shirt, please make sure the material is not sheer or wear another shirt underneath. Lights on stage reveal more than the bathroom mirror.)
- Nice t-shirts
- Sweaters
- Blazers

Bottoms

- Jeans (Jeans that are stylistically distressed are acceptable, but please be mindful of the placement of any holes).
- Slacks
- Bottoms must be worn at the waist

Shoes

- Clean, athletic sneakers
- Dress shoes
- Boots



DRESS CODE -

Men's Clothing Guidelines

The Do Not's

- Any clothing with non-Christian band logos (Sports Logos are ok)
- Any politically affiliated clothing
- Pajamas
- Extremely tight jeans or clothing
- Cut off shirts
- Shorts
- Large outwear (puffer jackets)
- Sweatpants or hoodies
- Any athletic wear
- Foam or plastic Flip-flops
- No bare feet



DRESS CODE - Women's Clothing Guidelines

The Do's - Tops

- Collared shirts
- (If wearing a white or thinner material shirt, please make sure the material is not sheer or wear another shirt underneath. Lights on stage reveal more than the bathroom mirror.)
- Nice t-shirts
- Blouses
- Sweaters
- Blazers

Bottoms

- Jeans (Jeans that are stylistically distressed are acceptable, but please be mindful of the placement of any holes).
- Slacks
- Knee length skirts
- Knee length dresses

Shoes

- Clean, athletic sneakers
- Dress shoes
- Boots
- Sandals (Please make sure these are appropriate sandals, avoid any sandals that may look like house slippers)
- Heels



DRESS CODE - Women's Clothing Guidelines

The Do Not's

- Any clothing with non-Christian band logos
- Any politically affiliated clothing
- Extremely tight jeans or clothing
- Cut off shirts
- Shorts
- Pajamas
- Large outerwear (puffer jackets)
- Sweatpants or hoodies
- Foam or plastic Flip-flops
- Body suits (unless worn under a blazer, jacket, etc.)
- No tank tops, thin strap tops, low cut tops, or midriff tops.
- Off the shoulder tops
- No bare feet



SERVING & SCHEDULING

It takes many Team Members to make a service run smoothly, so your attendance, punctuality, and involvement are very valuable to us. We appreciate your commitment! Scheduling is important for NLCC Worship. Planning rotations and worship sets ahead of schedule is a part of what helps us to be excellent musicians as well as to fully prepare to welcome the Lord's presence each week.

General Scheduling

All team scheduling is done through Planning Center. Team communication is dispersed primarily via email. It is important that team members check email and Planning Center frequently in order to stay informed.

Each week you should receive an email that includes where you are serving within your area. This email will also include important information about the service flow for that week. Please be sure to read this email each week before Sunday.

Please let your Team Lead know if you will be unable to serve at your scheduled serving time. In the event of a last minute emergency, communication is greatly appreciated.



Availability & Rotation

Unavailable dates are due from all NLCC Worship members for the following month no later than the 15th of every month. (Example: If I know I will be gone certain Sundays in December, then I will block out those days on Planning Center before November 15th or let my lead know). Also, please let us know how frequently you would like to serve (Example: twice a month, with/without a spouse, etc.).

Confirmations

Once scheduled for a Sunday Service, an email will be sent to you asking for a confirmation. Follow the link in the email or log in to the website or mobile app to confirm or decline. If you are scheduled for a service for which you cannot serve, you may decline the event by inputting a reason for the decline. Bear in mind that since we ask for unavailable dates in advance, a decline should not happen frequently.



Changing Your Schedule

If you need to modify your confirmed schedule, contact your Team Leader as soon as possible with as much time in advance of the service rehearsal you are scheduled for. This will give your Team Leader enough time to find a team member to schedule and have them attend rehearsal. First, call or text your Team Leader, then decline the event on Planning Center. If you are canceling last minute then please see the instructions below.

Last-Minute Cancelations

If you have an immediate emergency that keeps you from being able to serve after rehearsal has taken place for the service or within 24 hours of a service, please text or call your Team Leader IMMEDIATELY so they can make the proper adjustments.



EXPECTATIONS

Following God

The more each of us grows in our relationship with God, the more His heart will flow out as we lead others in worship. That is why it is expected that each of us will continually grow in our relationship with God (1 Chronicles 16:11).

Culture of Honor

Just as each person of the Trinity honors the other members, we expect our team to honor each other and others. The more we speak life and the truth of another person's beauty (building another person up), the more Christ will build us up as a team. This is the team environment that thrives, and thankfully, this is the environment we will continue to embrace.

Musical & Worship Leadership Growth

Though we expect musical excellence, we know there isn't musical perfection. So, we will all continue to grow in our musical ability and in our ability to lead worship. We ask that you continue to develop your craft through personal practice.



EXPECTATIONS

Motives & Conflict

The motive of our hearts is to worship God and serve our church. No part of the Worship Team should be motivated by being on stage, being cool, being in a band, or any other selfish motive. It's all for Jesus. We're here to serve.

If we experience any friction or misgivings with anyone, we will seek unity in Christ with that person in a timely manner. If the dispute cannot be worked out privately, then contact the Team Leader, and we will work out the relational issue together. We will seek to press on in unity, as Christ calls us to.



Expectations for Serving

Preparation

- First and foremost, seek intimacy with the Lord (in your relationship with Him). Drawing close to Him and spending time with Him causes us to lead well.
- Our rehearsal time needs to be used to put the whole set together as a team. Not as time to practice your parts. Please come prepared for rehearsal by using Planning Center.
- If you have any questions, please do not hesitate to ask your Team Leader. They are here to help you. But, please ask any clarifying questions before your scheduled rehearsal, so you have time to prepare.



Expectations for Serving

Rehearsals

- Be on time - See Planning Center for your rehearsal call times.
- It will be required for you to attend rehearsal for the Sunday you are serving in order to sing/play.
- If you are unable to make it to rehearsal please contact your Team Leader as soon as possible so that they are able to find a sub.
- Be open to making any changes that arise as we review music together.
- Be open to making creative suggestions and communicate them to your Team Leader at least 2 weeks prior to your scheduled rehearsal
- Make sure warm up happens before practice (Warm up your voice, tune your instrument, warm up your fingers and or body if need be).



In-Ear Monitors

Our team uses an in-ear monitoring system. Each Worship Team member is expected to provide their own in-ear monitors (in-ear headphones). The quality of monitors you use will make a difference in what you hear and how well you are able to sing/play. Though we do not require any certain quality or brand, we recommend that you invest in good quality in-ear monitors and monitors where you have the option of removing the in-ear headphone on each side. Please see your Team Leader for recommendations.

During Sunday Service, you will be required to wear both in-ear headphones at all times. If you prefer to only wear one side, you will be required to detach the headphone piece you are not using from your in-ears to avoid the track from bleeding into the microphones.



Equipment and Instruments

We provide a majority of instruments and equipment, below are items you will need to bring. A dedicated gig backpack is recommended to keep your supplies together for ease of transport and organization.

Vocalist

- We provide microphones, cables, and in-ear transmitters.
- Items you will need: In-ear headphones.

Drums

- We provide the drum set, cymbals, stands, throne, and in-ear transmitter.
- Items you will need: In-ear headphones, drum sticks, and anything else that you need to play.

Acoustic Guitar

- We provide cables, in-ear transmitter, and DI Box.
- Items you will need: In-ear headphones, acoustic guitar, supplies (strings, picks, straps), tuner, any pedals with their power supplies, and batteries.



Electric Guitar

- We provide cables, in-ear transmitter, power strip, and DI Box.
- Items you will need: In-ear headphones, guitar, amplifier (digital preferred), supplies (strings, picks, straps), tuner, any pedals with their power supplies, and batteries.

Bass Guitar

- We provide cables, in-ear transmitter, power strip, and DI Box.
- Items you will need: In-ear headphones, bass guitar, supplies (strings, picks, straps), tuner, any pedals with their power supplies, and batteries.

Keyboard

- We provide midi keyboard, laptop and software, cables, DI Box, audio interface, power strip, and stand.
- Items you will need: In-ear headphones.

NEXT STEPS

After reading through the handbook, please fill out the volunteer application that the Worship Leader or Creative Director will send to you.

For any questions email, Jon Blanchard @
jonblanchard@nlcc.org or call him at (623) 810-9197.