JBU Chapel Leader
Requirements and Procedures (2015-2016)

Requirements:

- **Logistics**
  - Sophomore, Junior, or Senior status
  - 2.5 GPA
  - Proficiency in musicianship and leadership
  - Have completed or are currently enrolled in MUS 2503 and MUS 2513 (Worship I & II)

- **Character**
  - Commit to and practice Christian character (honesty, integrity, humility, etc.).
  - Demonstrate willingness to lead and live in spiritual community among fellow chapel leaders.
    - To encourage and challenge others
    - To hold and be held accountable

- **Administration**
  - Adhere to template due dates as given by the OCF staff
  - Come prepared for each rehearsal.
    - Provide all necessary information to sound and visual techs (Through Planning Center).
    - Provide detailed chord charts. Play through them before rehearsal.
    - Be confident in leading.
  - Check visuals at the end of rehearsals.
  - All changes to Planning Center after the due date (song choice, instrumentation, etc) must be approved through Jen Edwards.
  - After leading, move all music stands, mic stands, instruments, etc, away from the front of the stage to create space for the chapel speaker.
    - Make sure you communicate with the speaker right before chapel as far as what “space” they would like on the stage.
    - Jen/Crystal will try to notate as much of this on Planning Center as possible.

- **Leadership Development**
  - You will be asked to be intentional about leadership development within your chapel band.
    - Consider meeting regularly with one or two potential leaders in your band. Jen will help identify these people.
    - Delegate increasing responsibility to these people.
      - To prepare chord charts
      - To check visuals
      - To assist in the planning process
      - Goal: to have them plan and lead once during the semester.
  - Meet with each band member once during the semester
    - Encourage their strengths.
    - Give constructive criticism.
    - Listen to them; ask for feedback.
    - Consider sending evaluation emails to the group after you lead in chapel.
    - Pray with them.
  - Complete all other requirements stated in the syllabus for MUS 1851.

- **Personal/Professional Development**
  - Schedule and attend weekly 1-on-1 meetings with Jen.
  - Evaluate how to lead most effectively from your strengths.
  - Distinguish one goal to pursue this semester for each of the following areas (leadership, musicianship, spiritual formation). Send your three goals to Jen via email.
  - Be committed to continual musical, personal and spiritual growth.