



Appointment of

# MUSIC WORSHIP COORDINATOR

(PART TIME)



“Our mission is to proclaim the transforming presence of Jesus Christ through biblical teaching and practical training, equipping men and women for service in His Church worldwide.”

# BACKGROUND TO CAPERNWRAY

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Capernwray is an international interdenominational, Christian Bible School and Holiday Centre located in a beautiful setting near Carnforth in Lancashire.

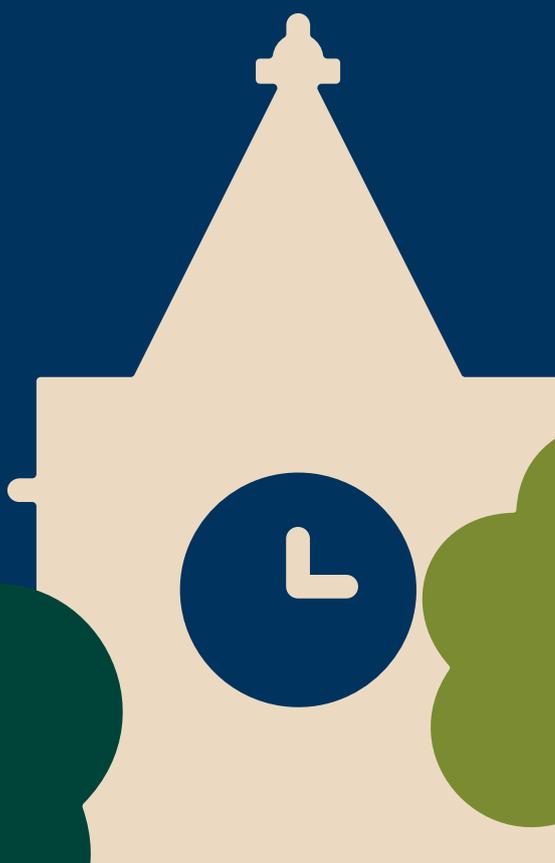
Capernwray opened in the spring of 1947 under the leadership of Major and Mrs Ian Thomas. It was here that the Capernwray Missionary Fellowship of Torchbearers was established, drawing UK and European youth to the North of England. The Bible School was started to disciple young believers, enabling them to deepen their faith and understanding of the Word of God.

Since then Capernwray has grown significantly while still seeking to fulfil this vital ministry of teaching and evangelism through the Bible School and Holiday programmes. Capernwray was the founding centre of Torchbearers International which now encompasses 24 similar centres worldwide and with whom Capernwray enjoys a strong association. The international perspective of Capernwray is evidenced by the large numbers of overseas staff, guests and students. Capernwray accommodates up to 160 students or 200 guests. There

are approximately 40 full and part time staff, 20 year long volunteers on our Serving and Leadership Training (SALT) programme and a substantial number of short term voluntary staff serving seasonally throughout the year.

Capernwray has gained an international reputation as a centre for full-time study and holidays aimed at enabling people to experience the life-changing work of Jesus Christ. The Bible School courses (Level 3, NCFE-accredited) provide practical biblical instruction, equipping men and women to serve the Lord's purposes wherever they may be. The School is accredited by the BAC as a short course provider (6 and 3 month courses which can be taken individually or sequentially) and receives glowing inspection reports.

The Holidays provide priceless opportunities to meet new friends while learning and discussing the truth of who Jesus Christ is and how He is relevant to all ages in the present day. Refreshment and relaxation in a scenic environment enhances the teaching of the Word.



# PERSON SPECIFICATION AND KEY RESPONSIBILITIES

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<b>Job Title:</b>	Music Worship Coordinator (part time)
<b>Accountable to:</b>	Human Resources and Administration Director
<b>Salary:</b>	£9,828 (0.4 FTE)
<b>Length of role:</b>	Initial 12 month contract to be reviewed
<b>Hours:</b>	15 hours a week, worked flexibly across 7 days as needed.
<b>Purpose:</b>	Coordinate music and sung worship at Capernwray

## Your key responsibilities will include:

- Coordinate and oversee the music and worship across Bible School and Holiday weeks, leading when necessary, ensuring provision for all services and events, in collaboration with the Principal and Holiday and Volunteer Programmes Director
- Plan, organise and coordinate (leading when necessary) worship teams for Sunday services, worship nights, holiday weeks, whole community prayer and other programmed events, working with staff, students and volunteers
- Train and encourage worship teams, helping them grow in confidence and skill, assisting with song selection, service flow and preparation, ensuring teams are well-equipped and supported
- Work collaboratively with programme leaders and other staff to ensure worship aligns with the overall aims and teaching themes of each week / event.
- Ensure that worship is biblically grounded, Christ-centred and appropriate to the context and audience in line with [Capernwray's Approach to Musical Worship](#).
- Oversee the music practice rooms, taking care of the space and equipment and providing inductions.

# ABOUT YOU

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## Attributes and skills:

- Experience leading or coordinating worship in a church or Christian ministry setting.
- Understanding of how to build and lead a worship set.
- Strong musical leadership skills and ability.
- Experience coordinating / supporting teams.
- Good organisational and communication skills.
- Willingness to work flexibly, including evenings and weekends.
- Experience in administration

## Key Responsibilities common for all Capernwray staff:

- To participate in Capernwray's community life, including attendance at staff meetings, prayer meetings and social events, and to assist in other elements of the ministry's functioning as required.
- To contribute to the Capernwray Holiday Programme and Open Days as agreed.
- To participate in a Bible School 'Family Group', offering friendship, direction, pastoral nurture and encouragement to the students within it.
- To willingly and regularly affirm the ministry's Statement of Faith, Principles & Practices, our Values and Mission Statement.

# HOW TO APPLY

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Any questions, please speak to Heather Tallents ([heather.tallents@capernwray.org](mailto:heather.tallents@capernwray.org)) and, if interested, apply at the following link: [capernwray.org/application-for-employment](https://capernwray.org/application-for-employment)

Closing date: Friday 13 March 2026

# STATEMENT OF FAITH

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1. The Bible is, in its entirety, the revelation of God for mankind, inspired by the Holy Spirit.
2. God is the triune God: Father, Son and Holy Spirit.
3. The Lord Jesus Christ is God's Son being one with the Father. All things are created by Him and for Him.
4. Through the action of the Holy Spirit, and born of the Virgin Mary, He became man.
5. He was without sin and of His free will, and by His sacrificial death upon the Cross, He brought about salvation for this fallen world.
6. He is the only mediator between God and man, and by accepting His salvation through faith, man is justified from his sins and receives forgiveness and eternal life.
7. Jesus Christ is risen bodily from the dead.
8. Jesus Christ will return to deliver just judgement and to bring all things to completion.
9. The Holy Spirit is God in unity with the Father and the Son.
10. Through the outpouring of the Holy Spirit, Jesus Christ comes to dwell within those who accept Him through faith.
11. Through the presence of the Holy Spirit, a person becomes a new creature, and is being transformed into the likeness of Jesus Christ.
12. Jesus Christ adds those who believe in Him to his Body. This is His church on earth, of which He is the Head.