



JOURNEY MUSIC

TEAM PACKET
2023

INTRODUCTION:

Thank you for your interest in being a part of Music at Journey! This team packet is intended to clearly communicate the expectations for all involved, and give you a better understanding of how we use music at Journey. In order for our team to work effectively together, there needs to be a clear vision/**goal** to work towards. We use **values & guidelines** in order to give this team a roadmap to fulfill the **goal**. Just like on a playground, we want our teams to have room to run free and play, but also like a playground, we need to have boundaries so we don't get lost.

Journey Music Goal

To create musical environments that give attenders comfort to **explore, engage** in, and **express**, praise & worship to God.

These environments can be life giving and they can help people see the hope that comes from seeking God. How we create these environments is a byproduct of what we as a team agree to value.



JOURNEY MUSIC VALUES & GUIDELINES:

Attitude of Give over Get: While we each have our own motives and desires for being a part of a musical team, we need to ensure that our attitude helps all of us achieve the main goal. An attitude of humility, mutual respect, and a desire to contribute is essential.

Enhancing the Experience & Avoiding Distractions: This can speak to whether or not you do a vocal run, rip an awesome solo, wear that outfit, even clap your hands.... all the things that we have in our toolbox of talents and skill sets can be used to add to, or distract from, the Goal. We value discernment in these areas and defer to pastors/ leadership for direction as needed.

Authenticity: If we're trying to create an environment where people can explore, engage and express worship to God, you must also be able to authentically do that. When you smile, we want you to do it because you're focused on what is pure and beautiful and good, not because someone told you to smile. Prepare yourself each week to be able to play/lead from a place of authentic exploration, engagement, or expression. This will encourage attenders to do the same. (Matthew 23:27-28)

Strive for excellence: We can't become more excellent without first understanding what keeps us from being excellent. Timeliness, preparedness, communication, attitude, flexibility, and musical proficiency are some of the more respected attributes of those on this team. Any critiquing or direction we give is aimed at fulfilling the goal of the team, helping you develop your skills, and equipping you to support the goal. (Psalm 33:3)

Communication & Community: We encourage this team to be a community. As musicians, we tend to be wired differently than much of the world... and on this team, we rely on each other. Transparent communication is particularly vital to this team. Don't let unresolved concerns fester. If you have a concern with someone, go to them directly and resolve it. This is one of the keys to avoiding division and healthy teams embrace it. (Col. 3:13)

Faith Journey: While it's self evident that certain practices & actions could exclude us from being able to support the team goal, it's an interesting dynamic that you could still be initially exploring faith and play an instrument in support for one of the teams. While our vocalists (worship leaders) must profess Jesus as Savior, our music teams can be comprised of people that are both believers and people still exploring faith. Wherever you're at, we will encourage each member to pursue following Jesus Christ. (Matthew 7)

PLANNING CENTER ONLINE (PCO):

Before we go any further, we need to tell you about our content management system, Planning Center Online. PCO is the hub of our teams. It's an online service and APP, (for both iOS & Android etc.) and we use it to schedule teams, create orders of service, prepare / provide content for rehearsals, and communicate to team members any service related details. You can block out dates you know you'll be unavailable for, and even have all the resources you'll need to practice the songs on your own.

JOINING THE TEAMS:

Our team is unique in that, in order to achieve its purpose/goal, members must rely on the skills and attributes of other members while performing their role at the same time, often in front of a large group of people. It's very similar to team sports in that way. To ensure that we have consistency among the teams, we use an **evaluation process** for on-boarding potential team members.

Band Evaluation Schedule - Approximately every 3 months we will have an onboarding date, on a Sunday after services, where prospective team members can go through the evaluation process.

Evaluation process - Each prospective team member will need to;

- affirm the values and expectations of the team
- display examples of instrument and/or vocal proficiency
- explain where they are in their faith journey
- provide their scheduling availability

After the evaluation process, the prospective team members will be informed within one week of the leadership's decision to place them on a Regularly Scheduled Team, Support Team, or Development status.

TEAM ROLES / FORMATS:

Each team will optimally consist of 1 Weekly Worship Leader, 1 Weekly Music Director, 3-4 vocalists, 1 drummer, 1 bassist, 1-2 electric guitars, 1 acoustic guitar, 1 keyboard, & 1 tracks operator. Some roles can be combined.

Weekly Worship Leader Role & Responsibilities for Executing Sunday Services:

- In addition to coming prepared to sing their respective parts, the weekly Worship Leader report to the SPD Director and will oversee all checks, rehearsals and services for the Music Team.
- The WL will be the contact person for all schedules or communications the day of checks, rehearsals and services. Their contact information will be located in PCO for the week they are scheduled.
- Manage vocal run-throughs on Wednesdays at 6:10pm to optimize vocal parts.
- Oversee all vocalists to ensure they are executing their role in a way that supports the mission of the team.
- Collaborate with the tech team to conduct checks, rehearsals and services.

Weekly Music Director Role & Responsibilities for Executing Sunday Services:

- In addition to coming prepared to play their instrument's parts, the weekly Music Director will report to the Worship Leader and oversee all musicians, to ensure they are playing parts that support the mission of the team.
- Manage the monitoring iPads and batteries for all wireless microphones / IEM packs.
- Collaborate with the Worship Leader and tech team to conduct checks, rehearsals and services.
- Setup Tracks computer / Ableton software for all checks, rehearsals and services.

SCHEDULING:

Scheduling will be done utilizing Planning Center Online and will optimally be done in three month increments, evaluated constantly, and utilize a 3-Team Format operating on a 6 week schedule.

(2 weeks on, 3 weeks off, 1 optional week writing/practicing)

You can enter blockout dates into Planning Center Online (PCO) prior to the quarterly schedule being built. A block out reminder will often be sent out prior to scheduling.

As a helpful common practice, when a scheduler sends a scheduling request, please confirm or deny as soon as possible so that the scheduler can build a song list using the available team members. For your convenience, you can request to have all PCO communication be texted instead of emailed.



TIME COMMITMENTS:

In addition to the time required to learn and practice the songs on your own, there are team time commitments that are outlined below.

Wednesday Rehearsal Times

6:00pm - Back door open / available for load in / prep

6:10pm - Vocal run through of parts (office/green room)

6:30pm - Full Band Line Check (please be at your spot with equipment ready to go)

6:35pm - Monitor Check (will play verse/chorus of song, make adjustments, repeat as needed)

6:40pm - Song run throughs / arrangements

7:55pm - Team Pray

8:00pm - Conclude Rehearsal (can hangout and chat if you want)

8:30pm - Doors locked

Sunday Pre-service Times

6:45am - Back door open / available for load in / prep

7:10am - Full Band Line Check (please be at your spot with equipment ready to go)

7:15am - Monitor Check (will play verse/chorus of song, make adjustments, repeat as needed)

7:20am - Song run throughs

(7:25am - Production call time)

7:45am - Meeting (SPD Director)

7:50am - Start Cue to Cue (aka: full service run through)

8:25am - Breakfast!

9:00am - All Hands Gathering in Breakfast Room (Band / Production / Audio)

9:10am - Places **(1st Service)**

9:13am - Onstage **(1st Service)**

9:15am - Start Service **(1st Service)**

10:55am - Places **(2nd Service)**

10:58am - Onstage **(2nd Service)**

11:00am - Start Service **(2nd Service)**

TEAM REHEARSAL PROCESS & EXPECTATIONS:

Call Times/Checks - Valuing each other's time is important, and as a Journey Music team member, we need to respect each other's time, show up when we're supposed to, play or not play when we're supposed to, and respect the tech team's directions.

Rehearsals - The purpose of our rehearsals is to get our sound checks done, work together on transitions, arrangement changes, and ways to enhance the songs we're playing for the upcoming weekly services. This is not when we practice the songs and learn them, that happens on our own. The M&M's are periwinkle. Rehearsals can on occasion be broken up or rescheduled to accommodate unforeseen circumstances, but the expectation is that they will occur after sound checks on Wednesday nights as scheduled in PCO.

Sound Checks / Line Checks - Here's the basic sound check process;

- Sound Tech will direct which player to play. Basic courtesy of sound check is that you don't play or sing until you are called on to do so by the Sound Tech.
- Once the Sound Tech is content with gain structure and the basic FOH (front of house) settings, they will instruct the player to stop playing and instruct the next player to play.

Monitoring - We currently use an in ear monitoring system for monitoring. There are iPads provided for each team member to adjust their own monitor mix. There is often a Sound Engineer present at rehearsals to assist in monitor mixing if requested.

Each team member will have either a headphone amplifier or wireless IEM pack that can accommodate 1/8" stereo jacks. It is expected that each team member bring their own earbuds, headphones, or IEM molds. Side note: Drummers, Guitars & Bass players may use over ear headphones, it is requested that all others use in ear type monitors.

Monitoring Process - The team will play 1-2 songs at the beginning of the rehearsal for the purpose of dialing in our Monitor Mixes. When people stop playing to make adjustments, the click track will continue to play. Please ask the Music Director to assist as needed.

WRITING TEAM / PRACTICE SPACE:

New for 2023 is a place to write and practice. It's a separate room with a full PA / Monitors / Backline and is available for team members or full teams, to get together, write new songs, practice, develop skills, and otherwise rehearse without the concern for executing the highly coordinated plan for the weekend services. It can be accessed by scheduling with the Music Director.

HELPFUL INFO & ADDITIONAL GUIDELINES:

Tech Reminder - Everything we do gets filtered through the sound tech's ears/expertise. They deserve our respect and gratitude. Please be ready to check at designated time.

Dress Code - Definitely our favorite part of this packet. (Insert sarcasm emoji here) This ultimately goes back to avoiding distractions. The environment we are looking to create is one where the focus isn't on us. Large graphic tee shirts or shirts with statements on them need to be avoided. Bright flowery Hawaiian shirts or the like, will stand out and draw attention. Don't wear low cut tops that expose the chest/cleavage. Don't wear shorts, sandals or outfits that accentuate what the Lord has given you (this goes for guys and girls). Test shirts / tops with an "arms up" movement to see if the stomach becomes exposed and avoid wearing it if it does. Ladies, dresses 4"+ below the knee are ok, but because the stage is elevated, they can't be worn anywhere near the front of the stage. Backlighting can make some opaque/thin clothing transparent and should be avoided. Cameras can react poorly to busy, high contrast patterned materials. Things like yoga pants or jeans that have rips on the upper thigh, tank tops are to be avoided. If you have a question about a certain outfit, please ask and/or bring something else. As a general standard, non-bright, solid-color, or muted outfits are pretty much a win every time.

Preparation - Leadership needs to provide you the resources in PCO to prepare, valuing your time by maximizing the efficiency of our time together and clarifying what's expected of you. As a music team member, you need to work on the songs on your own time, have your equipment setup, and be ready to go, knowing your parts when the line/check is called.

Flexibility - This packet has dealt with many systems and processes intended to clarify for a broad group, how things work, and to give clarity as best as possible. While it's good to have the same roadmap for many people, we also understand that not everybody is going to be on the same path to get to the destination. In those times where grace for someone on the team is needed, we want grace to be offered. In the times when grace is needed for the leadership, we ask that grace be extended. Being teachable and being flexible will help our team remain cohesive when things aren't clear cut.

Volunteering/Compensation - Journey has a high value on both people and excellence. Leadership deeply respects the commitment, skill, effort, and time needed to accomplish creating these environments. Because not everyone has the margin of time to be able to volunteer, we have approved some roles on the music teams to be compensated as contractor positions. (1 Timothy 5:18) The pay structure is compensated per event. On average, each week will have 3 qualifying events: Wednesday night rehearsal, a 9:15am Sunday service, and an 11am Sunday service. Average contractor compensation is as follows:

Team Musician/Vocals - \$50 per event (\$150 per scheduled week)

Worship Leader - \$60 per event (\$180 per scheduled week)

Team Music Director - \$60 per event (\$180 per scheduled week)

Each compensated team member must fill out a W-9 and return it to the Music Director. It is also recommended that each person prayerfully reconcile Matthew 6:24 when considering accepting compensation.



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Please click on the link below and complete the short form to formally indicate that you understand and can support, and agree with the Team Goal, Values, Guidelines, Commitments, and Expectations.

[Music Team Confirmation Link](#)