

Global Weekend Auditions

Worship Director Outline for
Auditions

January 1, 2027

STAFF

Length
in mins

1:00 1. DREAM TEAM QUESTIONNAIRE

All potential volunteers must submit the Dream Team Application first!

- Link is attached----->
(serve.mybayside.church)

- Filling out this form will automatically generate the Worship Application to be sent to them.

2:00 2. WORSHIP APPLICATION **[**NO ACTION NEEDED**]**

•Once they've submitted their DT App and ticked the "Worship" box, they will AUTOMATICALLY be sent the Worship Application through Planning Center, no action needed on your part.

- You will wait to see their Worship Application come into your workflow to move forward.

3:00 3. VIDEO AUDITION

•If they've filled out the DT App, they WILL appear when you search their name. If it comes up as "Never Scheduled" when you type their name in the top right search bar, simply click "Yes, Import to Services."

- Send them the Planning Center Welcome Email, so they can set up their account/password.

- Schedule them on their instrument's audition plan under your campus using a template you create prior to sending. See attached example--->

- Send them (and ONLY them, not anyone else from other campuses on this plan) the invitation to the plan.

4:00 4. EVALUATION

Once people have sent in their audition, we need to evaluate them using our global form for band/vocals (see attached) -->

Put YOUR (or YOUR CAMPUS) email in the email field so the PDF of the Eval is sent to YOU first. Provide constructive & clear notes for THEM to read in the notes field with their score for each category.

****The PDF may go to your SPAM folder..please check that first****

The overall score either leads to a NO, or an INVITE TO INTERVIEW (**a passing score does NOT mean they are on the team..it means they're moving forward in the process).

5:00 5. SEND ***PASSING*** EVALUATION TO RESOURCING

Send only the PDF evals of people you feel have PASSED to Resourcing FIRST.

- There are 35 possible points
- A 23 or higher is considered "passing"
- Between 19-23 is where you can advocate for them to Resourcing if you still think they should pass through.

6:00 6. SEND A "NO" -or - "INVITATION TO INTERVIEW"

Depending on the input from Resourcing, send the PDF evaluation to the audition-er now, with the clear indication of whether their eval & score leads to a "NO" or an "Invitation to Interview with your WD". Sample email template/verbiage here --->

- We are NOT saying "PASS" or "Welcome to the Team" anymore. That happens after the interview and live evaluation. Please be careful with verbiage so we do not over-promise.

****The standard is not DIFFERENT at LRC, the availability is less. That's the verbiage we need to try to be using if people ask. If they technically pass but availability cannot be made for them at LRC, help them find somewhere with availability.**

7:00 7. WORSHIP DIRECTOR INTERVIEW

If they've met the criteria to pass their audition, invite them to interview with the WD. Use the attached form as a guide for what to ask. We must ask them about their salvation story and practical goals for team involvement.

Length in mins

•Fill out this form ----> with their answers once you're done with the interview. This will log highlights from your conversation and give you something to look back on when following up about spiritual walk or musical progress later.

8:00 8. LIVE EVALUATION

How do they play with others in a live environment?

•Must be in person and on platform, with someone who is dedicated to evaluating them and offering technical support if needed.

•How and when can be at your discretion. Best options are a dedicated training night outside of team rehearsals -OR- involving them in a few songs with the team post-rehearsal.

9:00 9. WELCOME TO THE TEAM

•GO THRU Worship Handbook WITH THEM (new physical book version coming, but use the attached PDF for now)

•Request for Shadow Weekends (2)

•Requests to Serve on Regular Rotation

Audition Process

45:00
