

TITLE: CHOIR DIRECTOR

PURPOSE: To provide leadership in glorifying God through music and to utilize the fullest potential of the membership's musical and artistic gifts

REPORTS TO: Pastor/Head of Staff

FLSA STATUS: Exempt (Part- Time) – 25 hours

DUTIES AND RESPONSIBILITIES:

- Work with the Pastor(s) and other worship leaders to create unified worship services that glorify God.
- In cooperation with the Pastor(s), plan, schedule and select music for worship services
- Purchase appropriate music and supplies and maintain the music library.
- Oversee the music budget
- Develop and nurture the children's choir
- Recruit participants for current and future musical groups
- Arrange for a substitute organist or choir director when needed
- Lead rehearsals on a weekly basis with choir and handbells, and oversee volunteers who lead other ensembles
- Plan and direct special music (e.g. cantatas)
- Work in cooperation with the Worship Committee and TurningPoint Committee
- Develop and maintain communication with volunteers and participants of the worship program and music programs
 - * technical coordination
- Oversee the use and maintenance of church instruments
- Create an atmosphere of Christian nurture and discipleship within the music program.

QUALIFICATIONS

- Bachelor's degree in music or sacred music
- Proficiency in keyboard performance and conducting
- Experience with various worship styles
- Ability to function in a team environment
- Superior organization and communication skills

DIRECT REPORTS: Organist

Date approved: 6/25/08

Date when last reviewed: 10/21/11