



POSITION DESCRIPTION

TITLE: DIRECTOR OF MUSIC MINISTRIES

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 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, holiday musicals/pageant)
- Work in cooperation with the Worship Committee
- Develop and maintain communication with volunteers and participants of the worship programs and music programs
- Oversee the use and maintenance of church instruments
- Create an atmosphere of Christian nurture and discipleship within the music program.
- Lead the music programs for VBS and SBTW

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: 1/25/23

Date when last reviewed: 1/25/23

"Grounded in faith and guided by the Holy Spirit, we are sent as faithful ambassadors to reflect the hope of salvation through Jesus Christ."