

Job Description

Music Director of Traditional Services

General Overview

The Music Director of Traditional Services will plan and coordinate music for traditional worship and special services. The ultimate purpose of this position is to glorify God through music.

Accountability

Reports to: Senior Pastor and Staff Parish Relations Committee.

Status

Part-time; Exempt; Salary equal to experience. Benefits include Paid Time Off and eligible to participate in the church's retirement plan.

Spiritual Gifts and Qualifications

- Christian Baptism and/or Confirmation.
- Demonstrate the skill set suitable for music ministry.
- Previous experience preferred.
- Safe Sanctuaries Compliance.

Responsibilities

Music for traditional worship and special services

- Plan and coordinate music with pastors, pianist, organist, and church staff.
- Oversight of staff pianist and handbell director.
- Select and prepare instrumental or vocal soloists.
- Review and select appropriate and varied literature for the services that represents a wide variety of different styles to appeal to the widest congregational interest.
- Present music on Sundays at the traditional worship services, currently at 8:00 and 11:00 am.
- Plan and implement music for special services including Advent, Christmas, Lent, Patriotic, and Choir festivals.
- Work with other groups for occasional music programs.

Choir

- Develop strong musicianship in the choir.
- Recruit new talent.
- Rehearse the choir weekly in preparation of traditional worship services.

Other

- Plan and maintain a music budget for the traditional worship and special services including purchasing music, supplies, payment of special musicians, piano tuning, and handbell expenses.
- Accountable for obtaining weekly staff meeting information when unable to attend.
- Always maintain confidentiality.
- Other responsibilities as assigned.

Physical Demands and Work Environment

The physical demands described here are representative of those that must be met by an employee and the environment characteristics are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to reach with hands and arms, stand, talk or hear; walk; and use hands to finger, handle, feel or operate objects or controls. The employee is regularly required to sit, stoop, kneel, crouch, or crawl.
- The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close and distant vision, and the ability to adjust focus.