

# DIRECTOR OF TRADITIONAL MUSIC AND WORSHIP ARTS

## Reports to: Lead Pastor

## Job Summary

The Director of Traditional Music and Worship Arts works closely with the Lead Pastor to provide a unified and positive worship experience to the congregation. The Director is responsible for directing and coordinating the adults' traditional music programs and serves the church as a professional staff person and an integral part of the church's worship design, planning, and implementation team. The Director is a sincere follower of Jesus Christ and has a heart for worship. The Director collaborates and works as a team player with other church staff members to facilitate the overall work of the church in its mission to bring Christ to the world. Membership in the United Methodist Church is preferred but not required. It is expected that the Director will be supportive of and function in accordance with United Methodist doctrine and the policies of the local church.

## Employment Qualifications

### Required:

- Minimum of Bachelor of Music, Bachelor of Arts in Music, or Bachelor of Music Education. Master's preferred; equivalent experience considered.
- Professional training and musical experience in a variety of Christian music selections.
- Proven and demonstrable abilities in directing, rehearsing, and leading musical groups.
- Proficiency playing piano and organ.
- Strong interpersonal and communication skills, working with all ages.

### Desirable:

- Proficiency playing other musical instruments, e.g., hand bells.
- Facilitates church ensembles to participate in choral and hand-bell festivals.

## Essential Job Functions

### Music

1. Directs Chancel Choir, soloists, and ensembles as needed (including selection of music, conducting of rehearsals, and directing of performances).
2. In coordination with Lead Pastor, selects all music for 8:15 and 11:00 a.m. worship services including anthems and hymns; acts as primary organist/accompanist for these services; and provides for other accompaniment as needed.
3. Provides music for special and seasonal programs, e.g., Easter, Thanksgiving, and Christmas services.
4. Provides music for additional services at Pastor's request (e.g., weddings and funerals), subject to employee availability.

5. Oversees care and purchase of all music-related equipment, including instruments, choir robes, bells, choir folders, and new music. Provides proper care of the church music property and instruments, to include maintaining and storing music and arranging for periodic maintenance of the organ and pianos.
6. Works with Director of Children and Youth Music, as needed.
7. Attends and participates in monthly Traditional Worship Design Team meetings.

## **Other**

1. Uses appropriate internal forms and regulations for the scheduling of time and space use of church facilities.
2. In cooperation with lead pastor, director works within his/her allotted budget to procure supplies, services, and equipment in support of the traditional music program.
3. Assists Lead Pastor in providing staff assistance to Worship Branch.

## **Work Schedule**

- This is a part-time—less than 30 hours per week—salaried position to range from \$35,000 to \$40,000, depending on experience. The specific schedule of hours worked is determined in consultation with the Lead Pastor.