

Job Specification -

Title: Part-Time Minister of Music

The Minister of Music will direct the organization and implementation of a comprehensive church music program including choir, vocal and/or instrumental ensembles. S/he serves as a leader in the worship services, giving direction to the hymns, congregational singing, choirs, and other phases of worship where needed; and, most importantly, is responsible for maintaining and creating a flow within worship services that will create the appropriate spiritual atmosphere at the correct moments within the liturgy. The Minister of Music is a member of the MLA team and works collaboratively with the Pastor to coordinate the music programming with the church calendar. S/he is responsible for planning and selecting the music for all church congregational services. The Minister of Music also supervises the church organist/pianist.

Accountability: Accountable to the Pastor as head of staff

Directs and supervises musical staff (paid and volunteer) such as musicians, worship leaders and accompanists; Conducts regular staff meetings for the purpose of planning, information exchange, learning, and evaluation.

Continues to grow professionally as a church musician. Keeps informed and stays abreast of current developments in church music, materials, promotional ideas, and administrative techniques.

Responds to other music needs that come through Pastor and Worship Elders

Coordinate/Direct all choirs/lead-direct all rehearsals

Coordinate and prepare for all Sunday worship services

Arranges for and prepares music components for special worship programs and regular liturgical celebration services (e.g., MLK, Black History, Christmas, Easter, Joint services etc.) which may vary. Respond to/prepare for all special services ie: MLK Service, Combined services with other churches, etc.

Respond to/prepare for Funerals/Celebration of Life services and weddings.

Helps bridge generational/cultural differences by selecting a balance of musical styles for every service which will, as a whole, have multigenerational appeal; Leads the congregation, using a variety of styles of music, including coaching for new songs unfamiliar to the congregation.

Serves on, and works with, church committees as assigned.

Coordinate training of young people and children in the music program

Provide soloist and special additional musicians as required

Relationships: Relates to Pastor as head of staff, Worship Elders

Evaluations: Performance reviews will be conducted annually by the HR

Committee Salary:

Salary: Commensurate with Credentials