

Family Life Center Worship Director

First United Methodist Church of Toms River

(25 hours/week)

Job Summary:

The Family Life Center Worship Director (FWD) at First United Methodist Church is a Christian who cultivates a space of authentic and engaging Christian worship in a style that effectively and dynamically connects the congregation together with Christ through music at our Family Life Center worship service.

The FWD will:

1. Report and be responsible directly to the senior pastor
2. Prepare and provide (and/or oversee) music for the FLC worship service each Sunday in Consultation and/or collaboration with the appropriate pastor and the Administrative Assistant, including the preparing of digital song slides and sound preparation.
3. Prepare and provide music for additional worship services during the year, including but not limited to: Ash Wednesday, Holy Thursday, Good Friday, Easter, Christmas Eve.
4. Recruit, train, equip, direct and supervise paid musicians and other personnel hired to assist in the worship ministry of First Church.
5. Recruit, train, equip, direct and supervise paid/volunteer staff to operate the sound system(s) and multimedia equipment.
6. Direct the Praise Team (rehearsals and worship services), including recruiting & equipping Praise Team members and volunteer staff.
7. Direct and/or oversee the Youth Choir program (rehearsals & worship services), including recruiting & equipping choir members and volunteer staff. The Youth Choir will also sing regularly at the Sunday Sanctuary services at the discretion of the senior pastor.
8. Schedule substitute musicians (when the FWD is absent from worship). The music Ministry budget should provide for the payment of substitutes for vacations, sick days, and continuing education days.
9. Maintain a regular schedule of rehearsals for all musical groups in FWD's area of responsibility.
10. Prepare and present to the finance committee an annual budget request for the music/worship ministry.
11. Prepare and present to the Staff-Parish Relations Committee any requests for additional music/worship staffing.

12. Maintain First Church's copyright license and ensure that the church honors all applicable copyright laws and obtains required permission prior to reproduction of any copyrighted music materials. The license fee should be provided for in the music budget. The FWD will not engage in the unauthorized duplication of copyrighted materials by photocopying or any other means that would expose First Church to liability for penalties under existing or future copyright laws.
13. Maintains all Family Life Center related musical instruments & technology in his/her area of responsibility. The FWD will notify the Trustees when repairs/replacement are needed on any musical or technological equipment. The FWD will honor the Policy on the use of instruments owned by First Church.
14. Attend all pastoral staff meetings.
15. Maintain and expand the music library in an orderly fashion and within the budget.
16. The FWD will follow the Safe Sanctuaries Policy of First Church.
17. The FWD will give First Church forty-five days advanced notice if he/she intends to terminate the contract.

Qualifications:

The FWD must be a skilled musician who is adept at leading a congregation in worship with a lead instrument (acoustic guitar and/or piano) by drawing them into a spirit of worship. He/She must be a team player with excellent people skills, capable of providing a pastoral presence, and able to connect to the congregation relationally and pastorally. The FWD is also expected to work closely with the Choir Director/Organist & the pastoral staff in a manner that unites the two worship experiences in First Church's mission of Belonging to the family, Believing the Gospel, and Becoming like Jesus.