

## **Position Title : Director of Music Ministry, St. Andrew's UMC**

### **Principal Focus:**

- To provide appropriate ministry of spiritually oriented music arts to the worship services and special programs of St. Andrew's UMC.
- To enhance the service of worship and appropriate music that assists the congregation in praising and serving God.
- Work together with the pastor and/or the church leaders to support St. Andrew's efforts as set forth in its Vision statement and to carry out the current/future ministries of the church.

### **Regular duties (required):**

- Direct and Play at weekly services, including preludes/postludes (currently once/week—may increase in the near future)
- Direct Adult chancel choir (9:30am service & seasonal)
- Weekly choir rehearsals as required (prepare, conduct)
- Selection of worship music for choirs, organ and instruments in coordination with the pastor.
- Provide and Direct Special Music for:
  - Lent (Maundy Thursday, Good Friday, Soup/Scripture with other local UMC's)
  - Easter Sunday (2 services)
  - Christmas Eve (2 services)
- Supervise Music of all activities and programs at the church
- Plan, coordinate and direct the summer worship music while choir is absent (approx 11 weeks)
- Maintain and catalogue all music for choirs and programs of St. Andrew's UMC.
- Direct required music and cooperate with volunteers or other staff supporting and directing youth program, Sunday church school programs and other youth activities that are utilizing music as part of their program.
- Provide appropriate substitutes when absent.
- Provide guest musicians when needed

## **Occasional duties**

- **Oversee the tuning, maintenance, repairs of organ and pianos.**
- **Provide and direct Music for Weddings and Funerals (or assist in obtaining replacement organist) - Extra compensation provided from families. Meet with bride and groom or bereaved families to discuss musical selections.**

## **Future duties**

- **Organize and develop a youth choir to perform several times throughout the year and or at a possible second service.**
- **Work with the pastor and the church leaders to find “new” ways to infuse non-traditional music to St. Andrew’s service as an on-going effort to increase the membership of younger families at St. Andrew’s.**

## **Skills and Requirements**

- **Education, training, experience**
  - **Education**
  - **Choral Direction and Techniques**
  - **Organ and Piano performance (traditional and contemporary)**
    - **Sight Reading**
    - **Thorough knowledge of Church Hymnal & Faith We Sing**
- **Demonstrate ability to work with other artists & choirs; both children and adults**
- **Overall good “people skills”**
- **Professional affiliation (American Guild of Organists, etc. preferred)**
- **Background check required, paid by church**

## **Compensation**

- **24 bi-weekly checks**
- **Vacation (schedule approval of pastor and SPRC) 2 weeks after 50 weeks of service, 1 additional week for every five years of service. No carryover or accrual of time to a new budget year.**