

Position Description: Music Director
UCC Parker Hilltop
March 2023

The **Music Director** will work collaboratively with the Pastor to select hymns, plan worship services, and coordinate with volunteers for Sunday worship services. It is part-time at about 8-10 hours a week. Specific duties are outlined below, but not limited to these:

1. Meet with the Pastor to plan and coordinate music for weekly worship services and other services as needed. Plan and attend worship meetings to coordinate music ahead of the church liturgical seasons. The pastor has final responsibility for the entire worship service.
2. Provide music leadership in coordination with church volunteer musicians and other performers as well as lending vocal music support and leadership.
3. Be prepared to work on Sundays from 9 AM to 12:00 noon, worship starts at 10 AM. The music director may complete some of the work remotely.

Qualifications and Skills Required:

- Knowledgeable about a variety of religious, spiritual, and contemporary church music
- Experience leading a congregation in worship with music is a plus.
- Have good communication skills. Able to work in team settings and take directions.
- Ability to think quickly and react/trouble shoot properly in high stress situations.
- Willing to attend training sessions and read/watch other training material for improving existing skills.

This is a contract position, and it is paid biweekly. The salary is \$750 a month. The Music Director must be available to work on Christmas Eve, and Easter.

Colorado is an at-will State, and either the church or the employee can terminate employment at any time for reason, with or without cause. The candidate will be hired by the Church Council, supervised with the Pastor. UCCPH will hire without regard to age (but must be over the age of 18), race, gender, sexual identity, gender expression, physical disability (if work can be completed timely and in person on Sunday morning).

Signatures

Music Director: _____

Pastor: _____

Council Member: _____

Date: _____

Approved by Council March 14, 2023