

# Director of Music Job Description

**Reports To:** Pastor

**Position Status:** Contract Employee

**Position Summary:** The Director of Music is responsible for providing musical support for our blended worship service by playing the piano, engaging volunteer singers and musicians, accompanying musical groups, and playing other music as needed in the service. This person will also be expected to play for special musical events in the life of the church (memorials, weddings, as available).

**Qualifications:**

1. This person should be a spiritual person who desires to use their gifts to stretch and grow people in their faith.
2. They should exhibit technical proficiency in playing hymns and contemporary Christian music, playing from lead sheets, accompanying anthems and solos.
3. The successful applicant must submit to a criminal history background check.
4. Be conscientious and able to work independently (unsupervised).
5. Be trustworthy, respectful, cooperative and willing to work.
6. Must maintain confidentiality with sensitive information.

**Evaluation and Compensation**

- The Director of Music is a contract employee and is accountable to the Senior Pastor. Compensation is \$100/Sunday. The position will be paid on a monthly basis. Hours are submitted to the Director of Operations/ Office by the 20th day of the month.

**Detail Job Responsibilities and Duties:**

1. Prepare and play for ensemble rehearsals when performing.
2. Coordinates with the organist to prepare and perform music selections in the Sunday service. Could include hymns, contemporary worship music, secular music and accompaniment of soloists.
3. Prepare and play special music as needed, including offertory and communion music unless volunteers have been recruited to perform certain selections.
4. Coordinate instrumental selections for special music.
5. Accompany special events on the church calendar, which include special services.
6. Notify the Pastor of any absences to allow a suitable substitute to be obtained.
7. This person should work well as a team member.
8. This employee must be supportive of church staff and policy and should be willing and able to communicate that support.

Employee Signature to signify agreement:

\_\_\_\_\_

Date: \_\_\_\_\_