

Job Description Music Director

Purpose: To coordinate and plan the music program and direct the vocal choir.

Accountability: Accountable to the Pastor as Head of Staff and the Worship Team through the pastor. Relates to Pianist and Substitute Pianist. This position has access to the Staff Parish Relations Committee.

Responsibilities:

- Plan the choral music for worship services in cooperation with the pastor and worship committee.
- Coordinate and direct vocal choir.
- Respond to other music needs as they arise.
- Arrange for substitute pianist for rehearsals and Sundays
- Arrange for his/her own substitute if necessary.
- Meet with pastor monthly to discuss special music for the next few weeks
- Advise pastor regarding congregation's familiarity with hymns
- Rehearse all congregational music with choir at rehearsal
- Arrange for special music twice a month; although this would usually be volunteer singers from the congregation, the music may be outside musician as budget allows. (Those Sundays would be the two Sundays the Music Director works each month.)
- Coordinate special music Sundays with bell choir
- Strategize with pastor how to grow choir and accompanist group. (Includes discussing music budget, both for Director's time for outreach and possible payment for musicians)

Specific tasks may include: selecting music for, rehearsing with and directing the vocal choir, recruiting musicians for the vocal choir.

Evaluation: Performance reviews will be conducted by the pastor and SPRC (Staff Parish Relations Committee). SPRC will annually review the adequacy of compensation in cooperation with the Finance Committee.