

Worship & Music Director Job Description

The Worship & Music Director will develop and lead the worship music ministry for East Fairview Church of the Brethren, in consultation with the Pastor and other team members, in a way that is consistent with our mission, values and theology. In addition, the Worship & Music Director will have a strong collaborative relationship with the Pastor to create a service that guides the congregation in worship. He/she is also under the leadership of, and subject to the direction of the Pastor, who is in charge of the total Worship Service.

Responsibilities:

1. He/she will organize and provide the development of musical ensembles and Praise Team(s), which support and enhance the worship of the church.by:
 - a. Coordinating and being a part of the Praise Team as needed.
 - b. Cultivating and utilizing small groups (choirs, hand bells, solos, orchestra, youth ensemble, etc...).
 - c. Choosing the appropriate accompaniment for the service/event.
 - d. Maintaining schedules for Praise Teams, small group ensembles, and special music selections.
2. Choose music to be used in Worship Service, utilizing appropriate team(s) or team member(s) for suggestions and recommendations that coordinate with appropriate themes relevant to the portion of service the music is utilized (welcoming, worship, offering, response, etc...). Specifically:
 - a. Playlist: Develop and distribute.
 - b. Script: Develop and review with the Pastor and distribute.
3. Rehearsals:
 - a. Schedule
 - b. Provide for leadership at all rehearsals.
 - c. Assure that rehearsals can begin on time (equipment is set up and ready to go)
4. Order music and see that the music library is maintained.
5. Meet with the Pastor (weekly), Worship Team (monthly), Worship Design Team (as scheduled), attend staff meetings (bi-monthly), report to Team Leaders (quarterly) and report at Congregational Business Meetings (spring & fall).
6. Maintain a good working relationship with all service participants (musicians, technicians, etc...)
7. Organize and emphasize special music during the Advent & Easter seasons, including Christmas Eve, and on request from the Pastor as needed.

8. Participate in opportunities for professional & spiritual growth.
9. Estimated hours: 18-20 hours/week; salaried position.

Skills Needed:

1. Administrative and leadership skills.
2. Effective interpersonal skills.
3. Skill as a musical leader/director, skill as a musician (instrumental & vocal) and ability to serve as a praise team leader.
4. Assess music ability and talent on an individual and group basis.

Qualifications:

1. To have personally experienced the saving grace of God through Jesus Christ, and possess a clear calling from God to music ministry and worship leadership.
2. Experience in directing volunteer musical ensembles and a praise & worship team in a church setting.
3. Education in music at the collegiate level preferred (degree in music ministry helpful).
4. Knowledge and appreciation for various traditional and contemporary worship forms and styles, with an understanding that we hold Church of the Brethren beliefs.
5. A reasonable level of energy and enthusiasm with the ability to lead and draw people into worship.
6. The ability to identify, recruit, equip and motivate lay believers in a variety of music ministries, and balance that with proper oversight and direction.
7. Ability and willingness to relate, communicate, and work with other church staff/team as a team player.
8. Become an active member of East Fairview Church of the Brethren and promote and uphold the mission of the church.