

**Bermuda Hundred UMC ---Job Description –Director of Music for Traditional Service 11 am
This is a part time Position**

Purpose: The purpose of the Director of Music for the Traditional Service is to lead, organize, and equip the choir so that inspiring music and singing encourages and invites the congregation in participatory worship which glorifies God in the 11:00 am Traditional Service.

Reports To: Pastor, SPRC

General Qualifications

- A person of authentic Christian morals and character
- Knowledge in music and ability to play guitar, piano, and organ (preferred).
- Ability to work with an accompanist. Experienced preferred.
- Ability to conduct and teach music . Experience preferred.
- Bachelor's degree in Music desirable
- Must exhibit a high level of professionalism and proficiency in all kinds of music and performance
- Willingness to explore different genres of music for use in the worship service
- Must have strong organizational skills
- Possess excellent verbal, written and interpersonal communication skills with strong emphasis on listening and problem solving
- Ability to work cooperatively within the church staff as well as with members of other teams and committees to meet goals
- Possess strong technology skills (email, MS Word)

Responsibilities of the Music Director

- Coordinate the planning and implementation of music for the 11:00 am Traditional Service: select hymns/ anthems for each week in conjunction with the pastor and choir. The Pastor works with the Worship Team to plan out worship 6-12 months in advance so that music may be planned effectively.
- Submit musical information for inclusion into bulletins in a timely fashion as determined by the Church office
- Be present and prepared to lead Choir at Rehearsal and Worship Services and participate in Worship Team Meetings.
- Be familiar with the overall goals the congregation has set for itself, how these goals influence its music programs, and how these goals may be extended.
- To promote the spiritual life of the congregation and its members through music ministry.
- Recruit, equip, and teach choir members
- Learn, research and purchase music in coordination with the Worship Team and budget for the 11am service.
- Coordinate the upkeep and tuning of piano and organ in coordination with the Worship Team and budget.

I have read the job description for Director of Music for the Contemporary Service and understand its contents. I agree to uphold the duties and policies set forth by Bermuda Hundred United Methodist

Church. This signature below indicates my agreement and covenant to abide by the requirements set by the church.

Signature: _____ *Date:* _____