

**Director of Music and Worship  
Christ Crossman United Methodist Church  
City of Falls Church, Northern VA**

**OVERVIEW**

The Director of Music and Worship is a half-time position with responsibility for nurturing the worshiping life and experience of a small and growing progressive congregation in the City of Falls Church, Virginia, just outside of Washington, DC.

Reflecting a blended style of worship (both traditional and contemporary), this person will work with a multi-generational choir and praise team to support the theme and flow of weekly services and other seasonal/special events. They will support the church's vision of *welcoming all to worship, grow, and serve together* by engaging team members and congregants in their discipleship with Christ and love of God and others through the medium of music.

Consequently, we believe the Director of Music and Worship must themselves be a person committed to growing in their discipleship with Christ and love of God and others. Leading by serving, working in collaboration amidst difference, and the capacity to welcome persons from all walks of life are essential, as are the musical, directing, and organizational skills required of this position detailed below.

Our prayer is for whomever fills this position to both bless and be blessed by the labor and the community they encounter, and that they too experience God's love more fully in this position and place.

**DUTIES & RESPONSIBILITIES**

**Vision & Relationships**

1. Develop and implement a plan for an integrated church-wide music ministry that supports the overarching vision and goals of Christ Crossman UMC in concert with the lead pastor, staff, and church leadership.
2. Participate in the holistic life of the church to enhance relationships with fellow staff and congregants, supporting healthy and routine feedback loops, and promoting ministries of music as authentic expressions of call and giftings.
3. Attend to the well-being and spiritual growth of all persons, within and outside the music ministries.

**Preparation & Implementation**

1. In collaboration with the lead pastor and staff, plan regular worship services and seasonal/special events, taking into account adequate preparation and rehearsal times, and selecting music that supports and enhances given themes.
2. Plan and hold weekly rehearsals with the choir and praise team in preparation for weekly services and seasonal/special events.
3. Lead and direct the musical elements of weekly worship and seasonal/special events.
4. Work in collaboration with the AV/tech team for optimal integration and incorporation of audio, visual, lighting, and programming elements.

### Recruitment & Training

1. Actively promote a culture of call and giftings around the ministry of music.
2. Provide musical development and training for choir, praise team, and persons involved in the music ministry of the church, including members of the AV/tech team.

### Administration & Organization

1. Use worship applications (e.g. Planning Center Online) to organize and schedule teams, map out content and flow, and communicate roles and responsibilities for weekly worship and seasonal/special events.
2. Develop an annual music ministry budget for the coming calendar year.
3. Oversee the care and maintenance of all church instruments and music ministry related equipment.
4. Organize and archive choral and praise music and other resources for safekeeping and future use.

### QUALIFICATIONS

1. A commitment to growing one's own discipleship with Christ and love of God and others, and to ongoing discernment and nurture of one's call and giftings to the ministry to music and worship.
2. A demonstrated commitment to collaboration and teamwork with, and to welcoming and valuing, all persons as persons of God-given dignity and worth.
3. A capable leader and communicator who evidences a teachable and serving spirit.
4. Effective organizational and administrative skills, including the handling of macro and micro details.
5. Working knowledge and practice of rehearsal techniques and conducting skills.
6. Experience in and appreciation for a wide range of musical styles, genres, and forms, including, but not limited to, traditional and contemporary Christian music.
7. Working knowledge of and/or willingness to learn worship presentation, planning, and organizing software and technology.
8. Ability to produce and direct special events, musicals, and programs, with experience in working with children and youth a plus.
9. Bachelor's degree in music or related area preferred—or comparable experience.
10. Membership or previous work experience with the United Methodist Church helpful.

### WORK ENVIRONMENT

The Director of Music and Worship is a half-time position (averaging 20 hours per week), with a starting salary of \$25K. This includes time for individual and team planning, weekly staff meetings, Wednesday rehearsals, Sunday worship services, and seasonal/special events, with flexibility and commitment to working additional hours as needed in busier seasons expected in order to fulfill one's responsibilities.

A substantial investment in audio/visual systems and equipment was made this past year to improve in-person and online worship experiences. And the person who fills this position will need to be/come familiar with such applications as ProPresenter, Planning Center Online, and basic sound equipment and tech, such as the Behringer X32 sound board with P16 personal monitoring systems.

This position is subject to policies and procedures prescribed for all salaried staff, including a criminal background check and adherence to child-safety protocols.

### **APPLICATION PROCESS & MATERIALS**

*Applications must be complete before they will be reviewed for an initial interview.*

Please include the following in your application:

- a cover letter & resume;
- three references;
- and an audio or video sampling demonstrating your musicality and/or experience in leading worship (e.g. a YouTube link).

Email application/questions to [office@christcrossman.org](mailto:office@christcrossman.org), and visit [www.christcrossman.org](http://www.christcrossman.org) for information on the church.