

# Mt. Pisgah United Methodist Church

## Director of Traditional Music and Worship Arts

### Job Description

#### Job Summary

The Director of Traditional Music and Worship Arts is principally responsible for directing and coordinating the traditional music programs by and for adults, youth, and children at Mt. Pisgah United Methodist Church. The Director works closely with the Lead Pastor to provide a unified and positive worship experience to the congregation. The Director serves the church as a professional staff person and works closely with the Worship Branch as an integral part of the church's worship design, planning, and implementation team. The Director is a sincere follower of Jesus Christ and has a heart for worship. The Director collaborates with other church staff members to facilitate the overall work of the church in its mission to bring Christ to the world. Membership in the United Methodist Church is preferred but not required. It is expected that the Director will be supportive of and function in accordance with the policies of Mt. Pisgah United Methodist Church.

#### Reports to: Lead Pastor

#### Employment Qualifications

##### Required:

- Minimum of Bachelor of Music Education, Bachelor of Music, Bachelor of Arts in Music, or equivalent professional experience. A Master's level degree is preferred.
- Professional training and musical experience in a variety of Christian music selections.
- Proven and demonstrable abilities in directing, rehearsing, and leading musical groups in the relevant age groups.
- Strong interpersonal and communication skills.

##### Highly Desirable:

- Proficiency playing piano and organ.
- Proven and demonstrable experience in the integration of music and media in worship as well as through social media.
- Proven and demonstrable functional understanding of sound system operation and media projection

- Familiarity with production of digital content for dissemination on social media such as Facebook and YouTube.
- Proficiency playing other musical instruments, e.g., handbells.

## Essential Job Functions

### Music

1. In cooperation with the Lead Pastor and Worship Branch, oversees the overall traditional music ministry by and for adults, youth, and children. This includes supervision and coordination of accompanists as well as volunteer and part-time music assistants.
2. Directs and supervises the adult, youth, and children vocal and handbell choirs. This includes selecting music, conducting rehearsals, and directing performances. Arranges for special musical performances, e.g., soloists, ensembles, and youth band.
3. Provides and/or arranges for accompaniment on the piano and/or organ for one or more of these groups.
4. Rehearses with choirs on days and times set by the church, normally within the September to June time frame.
5. Provides music for seasonal programs and leads the Chancel, Carol and/or Youth Choirs at various specialty services during the year, e.g., Easter, Thanksgiving, Christmas, Palm Sunday and Easter services. This includes the planning of special performances and trips with Carol and/or Youth Choirs on various musical retreats and/or mission trips in coordination with the Director of Youth Ministry and the Director of Children's Ministry.
6. In coordination with the Lead Pastor, selects all music for traditional worship services (including anthems, handbell selections, and hymns).
7. Oversees care and purchase of all music-related equipment, including instruments, choir robes, bells, choir folders, and new music; maintains and stores music; arranges for periodic piano tuning.

### Worship Arts

Studies selected Scripture readings and worship themes selected by the Lead Pastor and communicates necessary worship information to appropriate church office, children's ministry, youth ministry, puppet ministry, and other staff and volunteers as needed.

### Other

1. Uses appropriate internal forms and regulations to schedule rehearsals and other musical activities on the church calendar and to reserve space in church facilities.
2. In cooperation with Lead Pastor, Director works within the allotted budget to procure supplies, services, and equipment in support of the traditional music program.
3. Assists Lead Pastor in providing staff assistance to the Worship Branch.

## Work Schedule

This is a full-time salaried position requiring approximately 40 hours per week. The specific schedule of hours worked is determined in consultation with the Lead Pastor.