

Director of Music**Current Need:**

This role supports ChristChurch by providing excellent direction of the entire church music program. It is important that this person be encouraging and engaging in a role that will focus on implementing the Senior Pastor's vision for music and worship across the church; in developing a strong and diverse music and worship team; and in leading and encouraging vocalists and musicians as they develop and grow in their spiritual and musical lives. This role includes a variety of administrative duties which require the person in this position to make good decisions regarding priorities, to communicate clearly, to maintain confidentiality and discretion with information, and who will manage their time well. This position is a salaried position with varied day time, evening and weekend hours. A specified number of office hours will be required in order to insure communication and coordination with the other ministry directors.

Position Description:

- To supervise liturgical and musical development and training. This includes
 - working with Sr. Pastor to write the weekly liturgy, and to ensure godly and spiritually-minded leading of worship;
 - researching current trends in church worship to ensure the provision of biblical and reformed liturgy that is relevant to the contemporary church;
 - recruiting musicians for ensembles/orchestras/choirs;
 - ensuring the congregation is introduced to modern hymnody and church music;
 - teaching the congregation about liturgy and worship;
 - facilitating timely weekly bulletin production;
 - facilitating timely development and production of marketing materials (both hard copy and online) that foster the awareness and communication of the music ministry and events;
 - facilitating children's music (choral and orchestral);
 - recruit music & worship leaders who serve ministries with music needs (Youth, Children, College);
 - serve the Body of Christ through education on worship.
- Coordinate the setup for worship and music events. Review and communicate event requests and plans with the Operations Director to insure coordination across the church.
- Update the church master calendar with events and rehearsal schedules.
- Maintain and keep secure church equipment used for worship and arrange for repairs and replacements as needed and within budgetary guidelines.
- Prepare an annual music ministry review and provide insight into improvements and changes needed.
- Propose the annual ministry budget and maintain spending within the approved budget and within spending guidelines throughout the year.
- Coordinate and lead the planning, setup and execution of the music portions of several, varying events on an annual basis such as the annual dinner, ministry year-end celebrations, retreats, etc.
- To provide pastoral care to music staff and volunteers.
- Be prepared and equipped for all music presentations; attend all rehearsals; be prompt in arriving for rehearsals and events; and be flexible with time to insure the music team is well encouraged and managed.

Minimum Requirements / Critical Skills:

- Must be committed to a personal growing relationship with Jesus Christ which is demonstrated through regular worship, fellowship with other believers and through prayer and who displays a joy for life.
- To be (or to become) a member in good standing of ChristChurch Presbyterian Church.
- 7-10+ years of experience in a similar church environment (or other comparable role) with similar responsibilities.
- Proficiency in Microsoft Office Suite, ProPresenter, Planning Center or other similar church management software.
- Strong communication skills; verbal and written.
- Must be detail-oriented with excellent organization skills.
- Ability to interact successfully with church members, leadership, musicians and visitors at all levels.
- Professional demeanor and ability to defuse difficult situations in a calm manner.
- Ability to multi-task, prioritize and be flexible with changing needs in a high-paced team environment.
- A passion to reach out to our city with the Gospel.
- Spiritual gifting including: shepherding, leadership, and administrative gifts.
- Musical and technical qualifications including a bachelor's degree with a music or worship major. Extensive experience could be substituted for a degree.
- Documented competence to participate with and lead highly skilled musicians and music teams.
- Able to produce worship reflecting our gospel and mission oriented identity.
- An entrepreneurial spirit in order to move towards the future
- Proven record of maintaining confidentiality and using utmost discretion in handling sensitive communications and documents.

Additional Knowledge & Skills:

- MA in worship, music or equivalent desired.
- Must be physically able to bend, stoop, climb, walk, and lift & carry heavy objects involved in routine worship setup.