



Biblical Christ-Centered Reformed

JOB DESCRIPTION

Job Title: Director/Pastor of Music & Worship	Job Code: Part-Time 60 or Full-Time 70
Fair Labor Standards Act (FLSA) Category: Exempt	Revision Date: 4-14-21

This position may be full time or part-time. Given the right candidate, the worship position may be combined with the Director of Technology position, or some other skill set, to become full-time. As a full time position, it is possible for the eligible candidate to pursue ordination.

Position Overview

The Music & Worship Director is responsible for organizing and developing the overall music ministry of the church from a Biblical and Reformed perspective. The aim of this ministry is to provide biblical, joyful, robust and excellent music for Sunday worship and special events. This person will work in close coordination with the Pastors in planning the worship services (Sunday, seasonal, funeral and wedding services) as well as special ministry events.

Reporting Relationship(s):

The Music & Worship Director reports directly to the Senior Pastor.

Worship

- Coordinate with pastors regarding the Order of Worship for Sunday service
- Plan and prepare the music and liturgy for Sunday worship services
- Recruit, train, and manage a team of volunteer musicians to accompany worship
- Give spiritual and musical leadership to the volunteers on the music team
- Arrange and lead a rehearsal of the music team before each service
- Ensure that each service is staffed with adequate musicians and leadership
- Assist in providing worship music and leadership for other ministries of the church
- Plan and oversee the annual Good Friday and Christmas Eve services
- Prepare the projection slides for worship services
- Encourage a culture of authentic worship through Congregational singing and participation

Music

- In coordination with the pastors, select all music to be sung by congregation
- Oversee pianists, instrumentalists, soloists, ensembles, and choirs
- Recruit, lead, train, and rehearse ensembles and soloists
- Assist with music and worship preparation for weddings and funerals held at the church as requested by family members

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- Recruit and develop instrumentalists within the church to serve in the church’s worship
- Manage the music related resources of the church; including, but not limited to:
Instruments and the music library

Other

- Attend and participate in weekly staff meetings as agreed upon with the Senior Pastor
- Prepare the annual music budget
- Work in coordination with the Director of Technology

Requirements

- A professing Christian who evidences spiritual growth and maturity, an understanding of grace, with an understanding and appreciation of Reformed theology and worship
- A heart to serve God’s people rather than to display personal talent
- Demonstrated musical skill, competence, and ability to effectively lead others in worship
- Experience in leading volunteer musicians in public worship
- Musical ability and aesthetic sensitivity which enables the leader to move beyond playing the songs to molding the worship experience in a direction of beauty and excellence
- Pastoral sensitivity to love and lead volunteers
- Teachability and a willingness to grow and be led by the pastoral leadership of the church
- Willingness to go through HPC 101 and become a member of Hixson Presbyterian Church

Other Skills/Abilities

- Self-motivated and able to function independently with minimal supervision while understanding the necessity for communicating and coordinating work efforts with others.
- Strong team player with the rest of the staff, session, and congregation; collaborative.
- Leading a Choral is a plus, but not a must (may be outsourced)
 - Our choir sings every other week and extra during Christmas & Easter
 - Recruit, lead, train, and rehearse the adult choir
 - Select all music to be sung by the choir

Contact Person: **Rev. Robert Johnson** Check us out at ***www.hixsonpres.org***
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NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.