

**The Position:** Worship and Music Director

**The Church:** Twin Oaks Presbyterian Church is a member congregation of the Presbyterian Church in America located in Ballwin, MO, a western suburb of St. Louis. Our worship is “blended” in that we sing both hymns and other songs using a variety of instrumentation, but we lean “traditional” in that we follow a printed liturgy and focus on the Word, sacraments, and prayer. We conduct one worship service each Sunday morning with an average of 400-500 worshippers, and we partake of the Lord’s Supper on the first Sunday of each month.

**Position Description:** The Worship and Music Director collaborates with the pastoral staff and Session to plan and to implement regular worship services as well as special services and events.

**Supervisor:** The Worship and Music Director reports to the Lead Pastor.

**Supervisory Responsibilities:** The Worship and Music Director supervises the Worship and Music Administrative Assistant, the Music Librarian, the children’s choir (Sing Jr.) director, the pianist, the organist, and the head of the sound ministry.

**Primary Duties:**

1. Assist the pastoral staff in planning and implementing all corporate worship services under the direction of the Session.
2. Recruit, train, prepare, and lead the sanctuary choir, middle school/ high school choir, and orchestra and praise team instrumentalists. Rehearse the choirs weekly.
3. Oversee the music and sound staff and volunteers.
4. Attend weekly Ministry Staff meetings.
5. In conjunction with the pastoral staff, select theologically rich and musically excellent hymns and songs for worship. Choose appropriate choir and ensemble pieces, and compose or arrange special music as needed, incorporating a variety of instruments as appropriate.
6. Plan for and staff music and worship for funerals, weddings, and other special services or concerts as needed.
7. Coordinate with the children’s choir director, incorporating Sing Jr. in the service of worship as appropriate.
8. Oversee maintenance, tunings, and repairs of instruments.

**Personal Attributes:**

The Worship and Music Director must possess living faith in Christ Jesus, a love for worship and for God's people, and a desire to glorify the Lord with his or her gifts and training. He or she will work in a collaborative environment, and therefore personal flexibility, willingness to serve with a team, and a good sense of humor are requisite. He or she must be agreeable to our theological position as expressed in the Westminster Confession of Faith, which represents our denominational doctrinal standards.

**Professional Skills, Qualifications, & Competencies:**

1. Training and experience in choral direction required.
2. Training and experience in keyboard music required.
3. Training and experience in composition and orchestral direction desired.

**Job Schedule:** This is a full-time position, including Sunday mornings. The Worship and Music Director is expected to take a full day of rest during each week.

**Compensation:** This is a salaried position, and compensation will be commensurate with education and experience. Benefits are included.

**Contact:** Please submit a Cover Letter, a CV or Resume, and a statement of your personal faith and church experience, as well as any media links, to Wendy Myers at:

[wmyers@twinoakschurch.org](mailto:wmyers@twinoakschurch.org)

We will collect applications until the position is filled. Thank you for prayerfully considering this opportunity.

Warm regards from the Search Committee,

Rev. Dr. Russell St. John, Lead Pastor

Rev. David Barnes, Associate Pastor

Mrs. Wendy Myers, Worship and Music Administrative Assistant

Mrs. Kyrstan Brantley, Choir Member, Soloist, and Interim Choir Director