

Old Orchard Church

Job Title: **Director of Music and Worship**

The Vision and Personality of Old Orchard Church

Old Orchard Church, a member of the Presbyterian Church in America, has been nestled in a small neighborhood of suburban St. Louis for more than forty years. This little church on the corner sees its purpose to be ‘a community of Jesus Christ’s followers who, in our time and place, and by the power of the Holy Spirit, enjoy God and bring pleasure to him, living as a demonstration of who God is for the sake of the world. Our approach to ministry has been profoundly influenced by Francis Schaeffer and the L’Abri Fellowship.

The Director of Music and Worship is responsible for leading and developing the music and worship ministries in a way that is consistent with the mission and guiding philosophy of Old Orchard. He/she is accountable to the Senior Pastor and to the Session.

Purpose and Goal:

1. To ‘adorn the gospel and the worship of the church’ with beauty, solemnity, wonder, and joy through music and song.
2. To give expression through song to the reformed and presbyterian faith in a manner that edifies and inspires the congregation; animating and inspiring greater love for Christ and service in advancing his kingdom.

Hours: This is a 20 hour position with approximately 8-10 fixed hours and requiring an estimated 8-10 additional flexible hours. (Please understand that some seasons of the year, think Christmas and Easter, will be more demanding than others.)

Compensation: Salary in the range of \$18,000 to \$24,000 depending on qualifications and experience; plus four weeks (i.e. Sundays) of paid vacation per year. (Health care and relocation expenses are not provided.)

Major Responsibilities:

1. Worship Services
 - Selects songs and develop liturgies in coordination with the senior pastor; making provision for both congregational singing and “special music” accents.
 - Schedules accompanist, song leader, and other desired musicians; and oversees corresponding rehearsals.
 - Oversees the preparation and presentation of all music in the worship service; providing training for worship leaders (liturgists) and song leaders alike.

- Develops team of musicians, including vocalists, instrumentalists and a choir.

2. Special Services

Is responsible for accentuating and elevating the musical adornment of several high points in the liturgical year :

- High liturgy services include: Advent, Epiphany, Transfiguration, Easter, Pentecost
- Non-Sunday worship services include: Christmas Eve and Good Friday
- Either a “Christmas Concert” or an evening of “Lessons and Carols” in the English tradition is expected to be offered each December in alternating fashion.

The Director may also be asked to assist with music-related aspects of an occasional funeral service, which will be understood to be negotiable.

3. Administrative

- Scheduling musicians and vocalists for the appropriate roles in the worship service
- Communicating the song selections including lyrics in a timely manner
- Ensuring accuracy of bulletins and multimedia presentations
- Maintaining a database / library of worship music
- Ensuring compliance with CCLI regulations and copyright laws
- Reviewing, selecting and ordering music as needed
- Executing / overseeing the worship ministries portion of the budget
- Coordinating with the Audio Visual Streaming (AVS) Team leader to support the operation of technical equipment

4. Music and Worship Education

- Providing leadership in the continuing education of the congregation on matters related to public worship
- Pursuing opportunities for vocational training and enrichment in areas related to music and worship responsibilities
- Identifying opportunities for those involved with music and worship to grow and develop in their roles (e.g. seminars, books, articles, etc.)

5. Outreach

Provides vision and leadership for ways to employ music and the arts as vehicles for outreach into our community and in support of our sponsored missionaries.

Oversight: The Director will serve under the oversight of the Senior Pastor at the will of the Session. It is expected that the Director will meet weekly with the Senior Pastor, and will also attend staff team meetings as/when possible.

Qualifications: Applicants must ...

- (A) Have a genuine love for and commitment to Jesus Christ as Lord and Savior.
- (B) Be a capable musician (*Preferred:* bachelor in music, or another degree with a music minor).
- (C) Be comfortable serving in the PCA and able to offer a “good faith subscription” to our theological standards (The Westminster Confession and Catechisms).

(D) Appreciate that this congregation has a love for a wide variety of musical expressions in our worship.

Note also that...

- Training or expertise in instrumental music, chorale directing, composing, song writing, are helpful.
- Proficiency with either the guitar or piano is hoped for.
- Basic computer/admin skills are expected: email, web-browsing, Word, and Excel; plus willingness to learn Pro-Presenter and the Planning Center /Church Center suite of online tools

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