

Job Title: Choir Director
Supervised by: Senior Pastor
Hours: Averages 3 to 10 hours per week
Status: Exempt, salaried
Updated: 1/9/19

Job Summary: A spiritually rooted person to minister through music to the congregation. Coordinating with the Pastors and the Ministry of Spiritual Life Team, this person is responsible for the selecting and planning of choral and special music for the church's worship services, directing the choir, leading choir rehearsals, and coaching the performances of volunteer musicians. This person works closely with the organist (who typically accompanies the choir) and the pastors (who deeply appreciate music and its role in worship).

Principal Duties & Responsibilities:

1. Responsible for choosing choral elements of the worship services during the school year. This is done to coordinate with the worship themes set by the Pastors.
2. Direct the choir. This includes rehearsing the choir, introducing planned music to the choir in a timely manner so it can be learned, and conducting the choir during worship services.
3. Select and purchase new music and supplies for the choir.
4. Provide for the use of instruments and soloists as appropriate.
5. Schedule volunteers and guest performers for special music during the summer and for some worship services during the school year when the choir does not sing.
6. Maintain pianos and organs, ensure they work properly, are tuned regularly and scheduled for repairs as needed.
7. Provide support to all aspects of the music ministry of the church.

Job Qualifications Desired:

BA (or higher) in Music or equivalent experience.
Some experience in directing church music programs.
Strong skills as choral conductor.
Able to teach a volunteer group in positive atmosphere
Knowledge of sacred choral repertory and performance styles.
Planning skills.
Works and plays well with volunteer choir members.
Comfortable working with technology/computers/internet.