

Music Director of First Presbyterian Church Sparta NJ

Position Summary

The primary responsibility of the Music Director includes designing and leading worship services in conjunction with the Pastor, including development of slides and use of multimedia. The Music Director will schedule and coordinate music teams and lead rehearsals with musical excellence and spiritual leadership.

Spiritual and Personal Qualifications

- Loves God and loves people with a humble heart to serve. Lives in a personal relationship with Jesus Christ as Lord and Savior.
- Possesses experience, training, and expertise in the field of music and worship. Excellent piano skills preferred.
- Works directly with the pastor to execute the pastor's vision through the music ministry teams to bring a cohesive worship experience to the church.
- Exercises leadership within the church organization and congregation in a cooperative manner.
- Must be a self-disciplined, self-motivated individual who is willing to give the effort to accomplish ministry with excellence.
- Relates well and work with persons of all ages. We are a church family of worshipers, staff and volunteers. Become part of the family.
- Willing to flex work hours, adapting to church seasons (e.g. Christmas Eve, Advent, and Lent require extra hours).
- Willing to grow in the job, being creative and looking for opportunities to expand the worship experience for the church and self.

Areas of Responsibility

WORSHIP

- Serves as member of the worship council and attend monthly meetings.
- In cooperation with the Pastor, plans and implements all worship services including special services.
- Uses multi-media to supplement and strengthen the worship experience, working with staff and volunteers to present the order of worship.
- Communicates with guest preachers about themes, scripture, message title, media technology, and assist them in using those capabilities.

MUSIC

- In cooperation with the Pastor and worship council, schedules and coordinates the ministry of music, choosing the hymns and songs for all worship services and communicating same with the church staff.
- Schedules, utilizing planning software, musicians for all services – organ, piano, keyboard, guitar, drums, vocals, etc.
- Oversees the preparation and distribution of music in a timely manner so musicians are prepared.

- Recruits, trains, and leads all Music Ministry team members for rehearsals, worship services, and special events.
- Encourages congregational singing at worship services.
- Maintains and ensures compliance with relevant subscriptions and licenses for publications and software.
- Recommends the tuning, maintenance, replacement, and/or purchase of new musical instruments.
- Prepares a music and worship budget in cooperation with the worship council.
- Oversees the Music Library for the church – purchase, file, catalog, and supervise all church music.

ACCOUNTABILITY

- The Music Director works under the supervision of the Pastor, meeting regularly for planning and prayer.
- Sunday morning and church holiday attendance are essential. Flexibility will be given, in communication with the Pastor, regarding time off.
- Agrees to a background check and commits to the compliance of all church policy including the Child Protection Policy.