

## **FARMINGTON EVANGELICAL LUTHERAN CHURCH**

Position Description: **Director of Music Ministries**

### PRIMARY FUNCTIONS

Fostering the congregation's spiritual enrichment through the ministry of music, the Director of Music Ministries provides vision and overall leadership of the music program.

### DUTIES AND RESPONSIBILITIES

#### I. MUSIC MINISTRY

- a. Plan, lead, direct and coordinate in cooperation with the Pastor(s) the music for worship services, both regular and special seasonal services throughout the church year, and special events (i.e. confirmation).
- b. Seek to enhance the worship experience of the congregation, and encourage congregation members to grow spiritually through the development and use of their musical talents and skills. This would include the active recruitment of choir members and solo or ensemble vocalists and instrumentalists from within the congregation.
- c. Direct the congregation's choral groups (i.e. Sanctuary Choir, Handbell Choirs, and Contemporary Music Group) during worship services as scheduled. Select appropriate choral music for the services. Rehearse with the choirs/music groups as scheduled plus extra rehearsals as needed to prepare for special events and to strengthen the choir's musical abilities and bonds of fellowship.
- d. Encourage and rehearse with vocalists, instrumentalists and ensembles within the congregation, serving as accompanist as needed.
- e. Coordinate performances of guest musicians in collaboration with the Worship and Music Ministry Team.
- f. Direct and/or oversee and support the rehearsals and worship performances of youth choirs and youth musicians (i.e. Wee Praise Choir, Sonshine Singers, Jammin' For Jesus).
- g. Serve as accompanist for worship services in the absence of the Organist/Pianist.
- h. Serve as a consultant to Sunday school, Vacation Bible School, and church groups or individuals desiring special help in church-related musical activities as needed.

#### II. LEADERSHIP / ADMINISTRATION

- a. Cooperates with the Worship and Music Ministry Team in the area of general planning, budgeting and leadership of the music program. Such cooperation shall include attending meetings of the Worship and Music Ministry Team to inform and advise regarding the music program and to receive guidance. Further cooperation shall include keeping abreast of changes in Lutheran worship, instructing others in these changes as they affect the music, and implementing the changes as directed by the Pastor(s) and the Worship and Music Ministry Team.
- b. Purchase all necessary vocal and music supplies, the maintenance of the choral music library, maintenance of instruments, and facilitating the contracting of professional instrumental or vocal performers for special services. Expenditures shall not exceed the amount provided in the Church budget.
- c. Responsible for following and adhering to all applicable copyright laws.
- d. Attend scheduled staff meetings.
- e. Meet with Pastor(s) regularly to review the overall worship life of the congregation.
- f. Collaboratively work with the Organist/Pianist to ensure quality worship.