

MUSIC DIRECTOR
Job Description
First Presbyterian Church, Laurens, SC

PURPOSE:

The purpose of the Director of Music Ministries is to help musicians and the congregation grow as disciples of Jesus Christ through worship and music.

JOB DESCRIPTION:

The Music Director is responsible for directing the Chancel Choir and developing and maintaining the music program including directing or supervising the children's choirs.

This is a part-time position and salary is negotiable, depending on qualifications, experience and involvement in the children's choirs.

This position is under the direct supervision of the Minister and the Music and Worship Committee.

The following is a general summary of responsibilities; actual responsibilities may change over time, to accommodate new programs or staff changes.

Qualifications (Education/Background)

1. Must feel "called" by the Lord to do His work.
2. Have a passion for the staff position (job), and growing disciples
3. Bachelor Degree or higher in some area of music preferred.
4. Previous significant, successful experience in church music.

Specific Knowledge and Skills

1. Communication skills and relationship building skills.
2. Working knowledge of choral rehearsal techniques and conducting.

Responsibilities

1. Chancel Choir - Conducting and leading the church's Chancel Choir is the primary responsibility of the Music Director. This includes music planning, recruiting members, oversight of regular rehearsals, the preparation of the choir for their participation in the church's Sunday morning worship, organization and leadership for special choral events and conducting the Chancel Choir during the Sunday morning worship.
2. Oversight of the Church's Musician(s) - The church's musicians are under the direction of the Music Director. While the APF Committee and Senior Pastor shall be responsible for hiring, setting salaries and dismissal of all paid staff, including paid musicians, they shall look to the Music Director for guidance and counsel in this matter.
3. Special Events Certain seasons and holidays are particularly significant in the life of the church and may call for special musical activities. At such seasons and events, the Music Director should be prepared to offer advice and counsel to the Senior Pastor with regard to appropriate musical services both within and outside the context of a regular Sunday Worship Service. The

use of such services shall be given approval by the Senior Pastor in advance of their presentation to other groups within the church.

4. Summer Choir Break: The Chancel Choir normally takes a break from rehearsals and performance during the month of July. It is the responsibility of the Director of Music to provide suitable special music during the month by lining up solos, quartets, or other music during this time.
5. Music, Records Maintenance and Budget - The Music Director shall be responsible for the purchase, care and filing of music for the church. They shall annually present a budget to the church's APF Committee that should include funds for the purchase of said music. The Music Director will be assisted by a volunteer Choir Librarian, the recruitment and supervision of whom is the responsibility of the Music Director. The Music Director shall be responsible for preparation of a budget for all the church's music needs. This shall include music purchases, instrument care and maintenance, office supplies for the music department, instrument purchase and all other associated expenses. This budget shall be provided to the APF Committee at the date specified by that committee.

Correspondence and questions may be sent to email address fpclaurens@gmail.com or call the Church office at 864-984-6561 and someone will return your call.