

# Gloria Dei Lutheran Church

## Music Director Job Description

Job Title: Director of Music and Worship Coordinator

Reports to: Senior Pastor

Position Status: Part-time

### **SCOPE:**

The prospective candidate has primary responsibility for the planning and development of the music ministry of the church as well as the planning and development of the worship ministry of the church, and other duties outlined by the Senior Pastor. This is a senior staff position.

### **CHARACTER AND NATURE OF POSITION:**

The prospective candidate is the “expert” in their area of responsibility and as such must assume over-all responsibility for all choirs, ensembles, instrumentalist, and other related areas.

The prospective candidate must be a devoted follower of Jesus Christ, a person of character and integrity who views this position as a calling from God. Their life must exemplify the purpose, philosophy and doctrine of Gloria Dei Lutheran Church. The prospective candidate must have technical mastery of the various aspects in his area of expertise and must desire to assure that all involved in the worship and music ministry realize their maximum potential through effective leadership and training. The prospective candidate would minister in such a way that people feel encouraged and appreciated in their ministry.

### **KNOW HOW:**

This position requires a multi-talented musician: accomplished organist, pianist, and music leader. The prospective candidate should have practical experience in planning worship and in participating and leading worship services. Familiarity with Lutheran services and traditions is a plus but not required. The musician should have a shepherding pastoral heart for those participating in worship services and must have the flexibility to work with all age groups. In addition, considerable sensitivity is required to ensure respect for the diversity of atmosphere between Traditional and Contemporary worship.

### **ACCOUNTABILITY:**

The prospective candidate will report to the Senior Pastor. They will have primary responsibility for budgetary expenditures in worship and music ministry. They will propose the annual budget by detailing expected monetary requirements for the following year. Staff meeting attendance is required.

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### **PRINCIPAL FUNCTIONS:**

1. Meets weekly with the worship planning team to coordinate worship services.
  - a. Craft (in partnership with the Senior Pastor) effective worship services, schedule special music for worship, and coordinate the presentation of worship.
  - b. In consultation with the Senior Pastor plans, selects and programs music for regular and special worship services.
  - c. Coordinates with Senior Pastor the general and specific types of service music, and other special participation to be used in order that the worship services may be effective and coherent, and that soloists, ensembles, and instrumentalists may be adequately prepared for such services.
  - d. Seeks to select and to use music which brings glory to God, is theologically correct, and ministers to the congregation.
2. Supervises, develops, and trains volunteers in the music ministry.
3. Oversees and assures maintenance and care of all equipment in the music ministry.
4. Evaluates and suggests equipment needs in the music ministry.

### **DUTIES AND RESPONSIBILITIES:**

1. Identifies, recruits, and trains gifted individuals, and encourages those persons as they become involved in the music ministry.
2. Develops and leads a youth music team to coordinate and conduct a youth music ministry
3. Prepares the annual budget request and maintains all music accounts.
4. Ensure the care, maintenance, and inventory of all music and equipment.
5. Other duties as outlined by the Senior Pastor.

### **COMPENSATION:**

Gloria Dei offers competitive compensation and work benefits commensurate with experience.

Revised:2/2019