



**A. General Description:**

To develop, coordinate and administer an effective, well-rounded music program for a traditional worship setting. To provide leadership and supervision of volunteers involved in this ministry.

**B. Responsibilities**

1. Plan and lead music for Sunday 11:00 AM traditional worship services.
2. Adhere to worship themes as indicated by pastor's worship planning sheets.
3. Make musical recommendations and introduce new music.
4. Recruit and train choir vocalists and musicians.
5. Remain sensitive to musical needs of the congregation.
6. Conduct weekly rehearsals with choir members and Children's Choir. (Typically 2.5 hours/week)
7. Form, plan and lead the Children's Choir. (Perform at joint services + other opportunities)
8. Plan and lead special services. (Ex: Fundraiser, Christmas pageant, Lenten services)
9. Make announcements and provide timely information regarding upcoming musical events.
10. Co-lead intermittent combined traditional/contemporary worship services.
11. Attend Worship & Music Committee meetings, as applicable. (Typically 1 hour/month)
12. Select, purchase and maintain music resources within budget guidelines and restrictions.
13. Plan and provide for substitute pianist when necessary.
14. Adhere to copyright laws and copyright license provider requirements for reprint, reuse and reporting.
15. Provide budget information to Worship & Music committee as necessary for budget planning.
16. Music leaders report directly to the Pastor.
17. First right of refusal for funerals and weddings.

**C. Qualifications**

1. Must profess the Christian faith. (Membership is not required)
2. Must be a skilled pianist for leading a Christian congregation.
3. Ability to pray with, work with, lead and inspire volunteers, including children.
4. Capable of solo performances.
5. Ability to perform and lead various styles of music. (Contemporary and traditional Christian)
6. Ability to accompany wind, string and percussion instruments.

**D. Compensation, Benefits, Reviews**

1. Annual salary of \$11,275 paid in 26 equal installments.
2. Two weeks vacation annually with full pay. (Not to be scheduled during Lenten or Advent seasons.)
3. Minimum of 30 days notice of termination to church council.
4. This contract is subject to annual revisions on or before September 31 of each year.
5. This contract term is from January 1, 2011 to December 31, 2011.

Pastor \_\_\_\_\_ Date \_\_\_\_\_ Council President \_\_\_\_\_ Date \_\_\_\_\_

Worship/Music Committee Chairman \_\_\_\_\_ Date \_\_\_\_\_

Music Ministry Leader \_\_\_\_\_ Date \_\_\_\_\_