

St. Paul's Lutheran Church

Director of Music Job Description

Skills and Qualifications:

The Director of Music demonstrates musical proficiency both as a performer and as a director with the ability to play the organ and piano. Knowledge and skill with other instruments are a plus. This person has an understanding of basic music theory, ability to sing with accurate pitch and rhythm, and a background in directing choral and/or musical groups. Knowledge of Lutheran liturgy including music resources and familiarity with lectionary is a key qualification. The Director of Music will have an enthusiastic willingness to work with people with a sense of flexibility and creativity. The Director should be an active member of a Lutheran congregation (may be waived). It is helpful if the Director has experience working as a team member in development of church music programs.

Minimum education is a high school diploma with additional music education and experience. A music degree is desirable.

Responsibilities:

- Provide and/or direct music, including organ/piano music, for all Sunday worship service(s) and special services. In addition to the liturgical music of the service, the Director of Music shall plan a prelude, offertory, and postlude and provide music during the distribution of communion. All music selected for each service shall be of worthy quality and appropriate for use in the liturgical service.
- Work in close collaboration with the pastor and the Worship and Music Committee in planning, preparing, and implementing the overall music program for liturgical celebrations and special occasions.
 1. Serve as a member of the Worship and Music Committee
 2. Report directly to the Pastor. The Pastor has the final responsibility and approval for all services of worship.
- Direct the choral and musical groups of the congregation enabling them to use their musical talents within worship as appropriate.
- Coordinate with the Director of the Signs of Faith and the Director of the Bell Choir in choosing appropriate anthems to be used with worship while keeping in mind the needs of the group.
- Introduce music in a variety of forms including songs and instruments to children in a variety of venues, including Sunday school, Vacation Bible School, and within the Church service.

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- Support and coordinate the participation of soloists, instrumentalists, and other ensembles as appropriate.
- Play at all weddings and funerals held within the church, if music is desired (at added compensation). If unavailable, the services of other organists may be used. In special circumstances, the church council shall decide when the services of another organist may be employed. The Director of Music shall be consulted in advance regarding the utilization of services of other organists at any services in the church.
 1. Suggest worthy and appropriate music to the couple for their guidance at the request of the pastor.
 2. Be cognizant of the rubric which directs that "secular music" shall not be permitted in the church wedding.
- Oversee the maintenance of the organ, pianos, and hand bells.
- Responsible for securing musicians during vacation and other absences. This position allows for 4 weeks of vacation, approved ahead of time by the Pastor or Church Council.
- Keep current in regard to trends and directions of church music in the Lutheran church to assure music used in services and special activities is appropriate and in accordance with church tradition and current practices of the church.
- Upon approval of Church Council, provide time and scheduling for qualified members of the congregation to use the church organ.

Direct Supervisor:

- This salaried position reports directly to the Pastor.