



LINCOLNTON Methodist Church

Job Title:	Director of Music	PT/FT Status:	Part-time
Reports to:	Pastor	Expected Hours:	20 Hrs per week
Job Type:	Non-Ministerial	FLSA Status:	Exempt
Supervises:	n/a	Pay Type:	Salaried (Monthly)

Position Summary:

The Director of Music is responsible for working closely with the pastor to ensure the worship experience aligns with the church's mission and theology while leading and overseeing aspects of the church's worship services, including music selection, choir direction, coordinating worship teams, and planning special services all while fostering a spiritually engaging and meaningful atmosphere for the congregation.

Work Schedule:

- Ability to workdays, nights, weekends, and all major Christian Holidays.

General Job Responsibilities and Duties:

- Worship Planning
 - Partner with Pastor to align music selections with sermon topics and to develop and support a worship experience in keeping with the mission and values of the Global Methodist Church and Lincolnton Methodist Church.
 - Encourage congregational participation in worship through various approaches including congregational singing, prayer, and personal reflection.
- Music Leadership
 - Manage worship support resources appropriately with an understanding of and attention to copyright implications and requirements.
 - Rehearse with worship team and choir weekly.
 - Work with the choir and individuals to utilize their strengths and improve their performance through regular practice.
 - Direct the choir during practice sessions and worship.
- Team Building and Development
 - Recruit, train, Lead and schedule the worship team of volunteers including musicians, vocalists, and AV technicians to support in-person and on-line worship experiences.
 - Partner with other ministry program leaders (e.g. Children's Ministries) to incorporate worship music programming as needed.
- Technical Aspects
 - Prepare, or delegate the preparation of, worship media support weekly.
 - Prepare or oversee the preparation in the presentation software with the weekly service.
 - Prepare or oversee the preparation of software and equipment used to livestream services online and record/publish the sermon's podcast.
 - Develop/Maintain expertise in the use of presentation software, sound system, recording equipment, Microsoft Word and PowerPoint.
 - Assist with the worship and presentation technology and equipment for the Church.
- Communication
 - Provide worship team with upcoming music and schedule.
 - Ensure tech team is aware of the presentation software content/slides and worship service flow prior to the worship service.



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- Other Expectations
 - Advise the Pastor, Church Council, and Trustees regarding equipment and technology needs.
 - Provide updates to the Church Council.
 - Actively participate in regular staff meetings.
 - Provide or delegate the selection of music and the production of ProPresenter slides for Church activities such as River of Life, Vacation Bible School, Youth Group Gatherings, funerals, etc.
 - Ensure the worship portion of the weekly bulletin is correct.
 - Establish annual plan of major worship and musical events.
 - Ability to plan and maintain an annual budget.
 - Other duties as assigned.

Qualifications:

- A bachelor's degree, received or prospective, is preferred.
- A minimum of two years as a Director of Music is preferred.
- Saved and professed person of faith in Jesus.
- Engaged in ongoing sanctification and spiritual growth.
- Conservative/Biblical theology with an understanding of Wesleyan theology.
- Heart, habits, and passion to see non-believers come to Church and faith in Jesus.
- Accomplished on a musical instrument such as guitar or piano.
- Ability to lead a congregation to worship, not merely serve as a lead singer.
- Ability to contribute musically both with vocals and instrumentation (e.g. guitar, piano) for either traditional or contemporary worship.
- Ability to assess and teach vocals/music to others.
- Experience leading and organizing teams of volunteers.

Physical Requirements:

- Able to lead rehearsals, play, and conduct choir in worship services.

Personal Competencies:

- Leadership: Demonstrates positive and proactive leadership support of the Church and the Global Methodist Church. Demonstrates strong leadership interaction with volunteers, Church members, and Church staff.
- Spiritual Maturity: Demonstrates a mature faith and is constantly growing and maturing in his/her own spiritual life.
- Interpersonal Skills: Demonstrate the ability to lead others in a positive way. Demonstrates the skills of active listening. Productively engages and resolves interpersonal conflict. Relates easily with a variety of personalities. Proactively stays in contact with volunteers and Church staff. Truly cares for the wellbeing of others and loves others.
- Biblical and Theological Knowledge: Engages in biblical and theological reflection that is informed and sensitive to a traditional Global Methodist Church context, particularly pertaining to Christian worship.
- Musical and Theological Knowledge: Able to choose musical selections that speak to the themes of worship, the liturgical year, individual sermons, and sermon series.
- Organization: Understands the necessity of short and long-range planning. Demonstrates preparedness for music performance in services and rehearsals. Realizes that for goals and targets to be achieved, people affected must be a major part of the planning and implementation process.
- Teamwork: Demonstrates the ability to work as a team in planning, preparing, and implementing worship experiences.