

Director of Music

Accountable To: Lead Pastor and SPRC

Schedule: Approximately 12 hours a week

Duties and Responsibilities:

1. Coordinate and support all music programs at FCUM.
2. Recruit, train, rehearse, and direct members of the Chancel Choir and worship musicians.
3. Direct and lead weekly rehearsals to execute weekly worship plans.
4. Direct Chancel Choir and build to perform three Sundays a month starting in the 2025-2026 choir season.
5. Direct the Chancel Choir and lead weekly rehearsals to execute weekly worship plans.
6. Develop and lead the concept of a Praise Team and/or expanded contemporary music selections at worship services and other events/services as planned.
7. Lead the congregation in engaging, authentic, passionate worship experiences.
8. Select and order music for worship service in cooperation with the Worship Team and Lead Pastor.
9. Provide the Office Manager information related to musical pieces which will appear in programs for services in a timely manner.
10. Schedule and coordinate appropriate special music for the services in which the Chancel Choir does not provide an anthem. This includes almost all of our services during the Chancel Choir's summer break.
11. Oversee and manage the budget for Music Ministry in coordination with the Worship Team
12. Monitor necessary maintenance of the musical equipment
13. Attend all necessary meetings for coordination of worship and events
14. Comply with FCUMC employee guidelines and policies
15. Build the music ministry to fulfill the needs of a growing faith community
16. Maintain a cooperative working relationship with the accompanist and other worship musicians.
17. Advise SPRC and Lead Pastor in matters relating to the Music Ministry.

Skills:

- Strong vocal skills, both in sung and spoken word
- Experience with hand bell choirs preferred
- Excellent team-based leadership abilities (leading musicians to form a cohesive team)
- Experience in faith-based choral music and current praise and worship selections
- Exceptional communication, relational, and organizational skills

Education and Experience:

- Bachelor's degree in music preferred or related experience
- Demonstrated proficiency in leading a SATB vocal choir required
- Proven leadership in the development of a community of musicians preferred
- Demonstrated skills in communication and organization required
- Solid theological understanding that aligns with the United Methodist Church

Paid Time Off Allowance:

The Director is eligible for paid time off as defined in the Employee Handbook from scheduled worship services or choir rehearsals between January and the first Sunday of June, and September through December 31st each calendar year. The Director is responsible for arranging coverage for rehearsal or worship service absences.