

Maple Avenue United Methodist Church

Director of Music

Purpose of Position: To serve Maple Avenue UMC as a member of its staff and to work with staff and lay leadership in order to enrich the life and work of the congregation through music.

Duties and Responsibilities

- Direct the Music Ministry of Maple Avenue UMC
- Recruit and train staff and volunteer musicians (both vocal and instrumental) to assist in worship and special events.
- Assist in planning both Sunday morning worship services and special services and events.
- Arrange for soloists, ensembles, guest musicians and substitute musicians.
- Attend and participate in church staff and worship team meetings
- Submit disbursement requests for all expenditures and adhere to the approved music budget.
- Oversee the inventory of the music ministry.
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Accountability

- Direct Supervisor: Pastor
- Program Support: Worship Leadership Team
- Extended Oversight: Church Council

Personal Qualifications and Attributes

- Has a personal relationship, growing and active, with Jesus Christ.
- Energetic, self-motivated, warm and able to share the love and grace of God with others.
- Goal oriented.
- Is comfortable working with staff and other volunteers to achieve program goals.

Professional Qualifications

- Must be proficient with church related music
 - Able to read music
 - Able to teach music to others
 - Prefer for candidate to be able to sight read music
 - Prefer for candidate to have piano experience
- Able to coordinate and lead the members of the music ministry.
- Maintain confidentiality within staff and program activities.
- Seeks opportunities to grow professionally.

Work Schedule

- Part time: Sundays, weekly rehearsals, and other days during week as directed or as need to accomplish goals

Compensation

- Pay is commensurate with experience.