

ST. ANDREW'S MEMORIAL PRESBYTERIAN CHURCH MUSIC MINISTER - Ministry Description

General Position Description

The Music Minister will help to develop and support the worship of St. Andrew's Memorial Presbyterian Church through planning, preparation, and leading. The Music Minister will work with the Minister and will help to create a worship experience that will engage worshippers to draw them closer to God.

Specific Duties

The primary responsibilities of the Music Minister include:

1. Planning Worship

- Preparing a quarterly schedule for the Music and Worship Ministry. This will include prelude, offertory, postlude and any special music via solos, duets, ensembles, or instrumentalists.
- Meeting and corresponding with the Minister for the purpose of sharing and planning for worship.
- Preparing and selecting music for worship, in partnership with the Minister and that music reflecting the week's Scripture lesson(s).

2. Preparing Worship

- Developing and overseeing the creation of music to facilitate worship; those musical additions to include but not be limited to soloists and duets, a choral group or children's choir, and instrumental ensembles.
- Leading the music ministry with adequate practice to ensure a preparedness for worship.
- Introducing new music as appropriate.

3. Conducting Worship

- Providing or arranging for musical leadership and/or accompaniment for congregational singing; these duties to include but not be limited to piano and/or other instruments.

4. Administration

- Recommending the required maintenance and repair of musical instruments within the church.
- Ensuring the maintenance of the CCLI license.
- Adhering to the music budget set by the congregation.

5. Special Events

- Playing for weddings and funerals held in and outside of the church as requested.
- Playing for special seasons where there are extra services during the year such as Memorials, Easter and Christmas.
- Assisting in the planning and organization of special services and events, such as prayer nights for the church and community.

Skills Required for the Position

1. Demonstrated ability to lead congregational singing and to provide necessary accompaniment using the piano and/or other instruments.
2. Leadership experience with instrumental musicians and vocalists.
3. A growing faith and knowledge of Scripture as it pertains to and enhances worship.

4. Demonstrated leadership and organizational skills.
5. Initiative and ability to work with minimal supervision.
6. Excellent people skills; ability to relate to people from various cultures and backgrounds; strong diplomacy/conflict resolution skills.
7. Effective communication and teaching ability, both oral and written.
8. Ability to motivate, manage, and lead teams of volunteers.
9. Basic computer skills including Microsoft Office and music programs as required.
10. Demonstrated commitment to continuing music education with a knowledge of traditional and contemporary music within the Christian Church.

Position Impact

Worship is the heartbeat of a congregation's existence, giving voice to God through Scripture and teaching, and giving life and voice to worshippers' faith through singing, music, the arts, prayer, learning, and community. From the worship service, the congregation is commissioned to go and be the church in the world. The Music Minister serves a key role of facilitating a time of connection between God and worshippers, by virtue of Christ's redeeming work and the ministry of the Holy Spirit. The Music Minister strives to bring people in front of Jesus through worship and praise.

Accountability

The Music Minister reports directly to the Minister and is accountable to the Session.

Time Commitment

Part Time position (10 hours per week).