

# *First Evangelical Lutheran Church*

## **Job Description**

Job Title	Church Musician
Reports to	Pastor
FLSA Status	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-Exempt
Average hours per week	20 hours/week average
Estimated Wage	\$25 - \$30 / hour commensurate with experience

### **Job Summary**

To coordinate and oversee the music for all worship experiences so that the music presented is a vehicle for praise, prayer, and thanksgiving by the congregation. Qualified candidates will possess the ability to communicate effectively, relate well with all ages, and convey the importance of our response to God through music and worship. Imperative is the ability to work well with others and participate collegially with the Pastor, other staff members, and congregational leaders & volunteers. The ideal candidate will embrace a wide variety of worship music, diverse in style and language.

### **Responsibilities**

Plan worship music for the congregation

- Meet regularly with the Pastor to understand the scriptural foci, liturgical seasons, and themes for worship in order to plan effective worship for all ages.
- Select and coordinate music for worship services in consultation with the Pastor and worship leaders.
- Investigate and share hymns, songs, liturgies, and worship styles for the congregation.
- Be available as a resource to congregation members in the areas of music and worship for funerals and weddings.
- Oversee selection and make purchases of music for all choirs and ensembles; utilizing the music library.
- Submit an annual budget request for all music-related items such as: music, tuning and maintaining all instruments, choir materials and supplies, continuing education for music staff, paying for music licenses and copyright permission, purchasing journals and worship resources, and funding for special music events.
- Write an annual report to the congregation of the activities of the music ministry at First Lutheran.
- Advocate lawful use of music copyrights.
- Maintain music library and supervise maintenance of all instruments (organ, piano, keyboards, instruments, hand bells, etc.)

Lead music in the congregation

- Serve as primary musician for all worship services including holidays that do not fall on a Sunday.
- As requested by the Pastor, coordinate music for weddings and funerals conducted at the church (per church policy the music director has first right of refusal).
- Assist the congregation in learning new music for worship.

- Maintain professional competency through practice and continued education.
- Recruit for choirs, ensembles, praise band, and other musical offerings paying special attention to facilitate participation of all ages.
- Direct and hold regular rehearsals for the praise band, choir, and hand bell choir.
- Recruit for and schedule special music for worship services (summers in the absence of choirs, Christmas preludes, etc.). This includes potentially hiring special musicians for seasonal services.

#### Manage AV for worship

- Manage audio visual equipment and set up for projected materials and livestreaming during worship.
- coordinate volunteers and operators of the audio visual system during worship
- Prepare projection materials (Proclaim) and livestream (YouTube) for worship

#### Support the congregation's mission

- Attend regular staff meetings and participate in regular supervision.
- Participate with Pastors, other staff members, and congregational leaders in facilitating congregational goals.
- Contribute periodically to congregation publications.

### **Minimum Requirements**

- Bachelor of Music degree or equivalent experience. Professional musical training in the performance and/or direction of church music required.
- Knowledge of music theory including transpositions and harmonizing a melody.
- Piano proficiency
- Willingness to support the mission of First Lutheran, its worship ministry and spiritual needs, through excellence of the music program.
- Display leadership ability to inspire and sustain interest of music volunteers.
- Demonstrate the ability to learn and manage an audio and visual system including but not limited to sound board, projectors, cameras, and laptops.
- Demonstrate computer skills, specifically with Google Suite (email, Drive, sheets, etc), OBS, YouTube, and other commonly used software for business.

### **Desired Qualifications**

- Understanding of the theology, practices, and worship of the Evangelical Lutheran Church in America and match appropriate music with themes of the church year.
- Experience in the development and coordination of a comprehensive music program in a liturgical church preferred.
- Proficiency on organ and additional instruments (guitar, percussion, handbells)
- Ability to use Proclaim (worship presentation software), Realm (CHMS), and Microsoft.
- Ability to network with other musicians to connect the mission of the congregation to the greater community.

Those who desire to apply for this position may submit a resume to [personnel@rushcityfirstlutheran.org](mailto:personnel@rushcityfirstlutheran.org).