

# Director of Music Ministry

Paid Staff

**PURPOSE:** Facilitate and encourage faith-based congregational worship by coordinating LVHPC's music ministry, including leading the choir and playing organ/piano for services.

**Direct Report Supervisor:** Head of Staff (Pastor)

## RESPONSIBILITIES:

- Coordinate the music ministry of the church.
- Direct the adult choir -select, schedule, rehearse, and present choral anthems for Sunday morning worship including music to reflect the Christian year and the preaching calendar. (Lead the choir in performing a minimum of 24 Sundays during the program year [approximately Sept-June].)
- Invite and coordinate volunteers and paid vocalists, instrumentalists and other musicians as needed for Sunday worship and other special services.
- Play organ and/or piano during worship services as needed.
- Arrange for a substitute Music Director as needed for vacation, illness or other absences.
- Plan and recommend the music budget and oversee music expenditures related to music ministry, excluding the praise band. (In consultation with the Worship Committee)
- Participate in weekly staff meetings.
- Participate as a staff representative in the monthly meeting of the Worship Committee.
- Assist with special projects or other assignments as assigned by the Pastor as Head of Staff.
- Encourage congregation singing as an essential part of worship.

TERMS: 20 hrs/wk Benefits per current personnel policy.

## QUALIFICATIONS

- Appropriate musical education/training and /or professional experience
- Significant choral training
- Noteworthy organ/piano performance and accompaniment
- Demonstrated leadership qualities in recruitment and program coordination
- Knowledge of the theology and practice of worship

## SKILLS

- Demonstrated ability and prior experience directing choirs and ensembles
- Proficiency with at least one primary musical instrument (organ/piano)
- Experience as paid musician/accompanist
- Familiarity with multiple styles and genres of sacred music and their use in worship
- Demonstrated organizational skills
- Computer proficiency

**Send application materials to:**

DMM Search Committee, LVHPC, 1040 Baseline Rd., La Verne, CA 91750 or [Jhansen@lvhpc.org](mailto:Jhansen@lvhpc.org)