

## Seminole Heights United Methodist Church Job Description

**Job title:** Worship Music Director  
**Department:** Worship  
**Supervised by:** Pastor  
**Job status:** Non-exempt, part-time, salaried

### **General Qualifications:**

A candidate for the position of Worship Music Director shall be grounded in basic Christian doctrine, having and professing faith in Jesus Christ. He/she shall be familiar and in consonance with Wesleyan theology, United Methodist Church Polity and practice. He/she must have a thorough understanding of and ability in leading worship, and shall demonstrate managerial skills necessary to carry out their duties.

### **Personal Characteristics:**

1. A Christ-centered, inclusive, warm-hearted faith in Christ which expresses itself in loving, joyful, healthy relationships with others and personal freedom in sharing his/her personal experience of Christ.
2. A clear passion to draw uncommitted persons into a living relationship with Jesus Christ.
3. An excitement and commitment to the mission and vision of Seminole Heights United Methodist Church.
4. A visionary person with the freedom to explore the most effective means by which our mission can be fulfilled.
5. A team-player who works well with other members of the church staff and who has proven effectiveness in working with volunteers.
6. Personal commitment to the spiritual heritage, doctrine, and Social Principles of the United Methodist Church.
7. Evidence of Christian character evidenced by a life of prayer, spiritual discipline, and participation in the life of the church.
8. A sense of humor and ability not to take him/herself too seriously.

### **Occupational Summary:**

The Worship Music Director is primarily responsible for musical and worship leadership of the Sunday morning worship service and other special services, including (but not limited to) Easter and Christmas seasonal services. They must be proficient in voice, with the ability to read sheet music. Proficiency in piano and/or guitar is preferred. In cooperation with the pastor, the Worship Music Director will facilitate the planning, publicity, organizing, conducting and evaluation of the Sunday morning worship service, helping others to develop their God-given talents and abilities to present God's Word in an effective manner. The Worship Music Director will also lend assistance as the need arises in other program areas in the life of the church, such as special events and holidays.

### **Work Performed:**

Updated: 1/7/2024

1. Administration

- a. Communicate weekly about the service with the pastor and volunteers.
- b. Assist the pastor in selecting music for worship as needed.
- c. Attend meetings related to the worship life of the church as needed.
- d. Coordinate and oversee setup for the service on Sunday morning and other musical special events as needed.

2. Performance

- a. Select, rehearse, perform music with church musical groups, including but not limited to: Praise Band, the Choir, and Children's Ministry.
- b. Cultivate relationships with the congregation and community to grow and support existing and new music groups.
- c. Ensure self, staff, or volunteers are prepared to perform selected music for worship, including but not limited to: Prelude and Postlude, Opening and Closing songs, special music, and offertory songs.
- d. Perform for weddings and funerals, as requested (and upon availability), being permitted to receive additional compensation from the parties involved.
- e. Provide musical assistance in special services and programs as needed (i.e., Christmas, Holy Week, Vacation Bible School, Dinner Church)